



Human Resources Office

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www.hcps.org

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AN EQUAL OPPORTUNITY
EMPLOYER

VACANCY ANNOUNCEMENT

HCPS is committed to recruiting and retaining effective and diverse educators and staff to build a climate of student success and improve learning experiences for every child in every classroom.

FOOD SERVICE EQUIPMENT AND REFRIGERATION APPRENTICESHIP Youth Apprenticeship Program Central Office – Food and Nutrition

The Food & Nutrition Department Apprenticeships positions are a part of the Harford County Public Schools Youth Apprenticeship program and a collaborative effort with the Maryland Department of Labor. The program is designed to provide opportunities for students to "learn while they earn" while completing 450 hours before graduation. The MD Youth Apprenticeship program is for 11th and 12th grade students. An ideal youth apprenticeship candidate for this position is a student who wants to gain experience in the workplace starting this summer with plans to continue throughout the school year. This program pairs individuals with experienced staff who understand the skills and behavioral requirements for success in various career paths. These positions will involve cross-training with skills learned in many different areas of kitchen operations and maintenance of HCPS school's kitchens.

To service, repair, and maintain all equipment in support of the Food and Nutrition kitchens for HCPS. Basic knowledge of hand and power tools, electrical, plumbing, refrigeration, and gas equipment functions.

DUTIES AND RESPONSIBILITIES INCLUDE

These are intended only as examples of the various types of job duties to be performed. The omission of specific duties does not exclude them from the position if the work is a similar, related, or logical assignment to the position.

- Review daily work orders and participates in morning debriefing with supervisor.
- Assist with repairs and maintain all gas and electric heat generating food and nutrition equipment to include dishwashers, ovens, hot water booster heaters, serving lines, kettles, steamers, etc.
- Help with repairs and maintain all plumbing/hydraulic concerns as they relate to dishwashers, compactors, steam equipment, booster heaters, steamers, kettles, ice machines, etc.
- Aid with repairs and maintain all types of refrigeration equipment to include walk-in freezers/refrigerators, reach in/pass through, ice cream freezers, milk coolers, etc.
- Support supervisor with repairs and maintain preparation machines such as mixers, slicers, can openers, choppers, etc.
- Assist with repairs and maintains hardware items to any food and nutrition piece of equipment, such as latches, hinges, gaskets, locks, brackets, etc.
- Help with installation and removal of new and/or replacement equipment as directed.
- Perform and aid in the preventive maintenance of kitchen equipment.
- Additional training could include the following:
 - Read and interpret schematic drawings and list materials needed in the diagnosing the repair of food and nutrition equipment.
 - Develop skills associated with hand tools, diagnostic and calibration equipment.



SALARY

\$13.25 per hour; non-benefitted position

REQUIREMENTS

- Able to follow oral and written plans of procedure, determine sequence of operations and complete a project using acceptable procedures.
- Physically able to perform the essential functions of the job, with or without reasonable accommodation, with everyday responsibilities including lifting materials weighing 50 pounds.

Various lifts, tools and mechanical means of assistance should be employed for lifting heavier supplies, equipment, and materials.

-  Basic electrical maintenance and repair knowledge.
-  Performs other work-related duties as assigned.

HOW TO APPLY

Employment applications are accepted **online only**. To access the application, visit the Employment Opportunities section of the HCPS website at www.hcps.org. If you have questions or require assistance to complete the online employment application, contact the Human Resources Office at 410-588-5238.

DEADLINE

Online employment applications will be accepted **until filled**.

The Board of Education of Harford County Public does not discriminate on the basis of age, ancestry/national origin, color, disability, pregnancy, gender identity/expression, marital status, race, religion, sex or sexual orientation in matters affecting employment or in providing access to programs and activities and provides equal access to the Boy Scouts and other designated youth groups.

In accordance with the requirements of Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681, *et seq.*), Harford County Public Schools does not discriminate on the basis of sex in any of its programs or activities or with regard to employment. Inquiries about the application of Title IX, and its implementing regulations to Harford County Public Schools may be referred to Renee McGlothlin, Harford County Public Schools Title IX Coordinator, by mail to 102 S. Hickory Avenue, Bel Air, Maryland 21014, or by telephone to [410-809-6087](tel:410-809-6087) or by email to Renee.McGlothlin@hcps.org or the Assistant Secretary for the Office of Civil Rights in the United States Department of Education by mail to 400 Maryland Avenue, SW, Washington, DC 20202 or by telephone [1-800-421-3481](tel:1-800-421-3481), or both.

AFFIRMING EQUAL EMPLOYMENT IN PRINCIPLE AND PRACTICE