



Human Resources Office

102 S. Hickory Avenue, Bel Air, Maryland 21014

Telephone: 410-588-5238

www.hcps.org

AN EQUAL OPPORTUNITY EMPLOYER

VACANCY ANNOUNCEMENT

February 8, 2021

GENERAL FOOD AND NUTRITION SERVICES WORKER – 6 HOUR Multiple Vacancies – Location to be Determined

To perform duties that may involve cashiering, food preparation, set-up and service, dining room assistance and/or cleaning of kitchen equipment and facilities for breakfast and lunch.

DUTIES AND RESPONSIBILITIES INCLUDE

These items are intended only as examples of the various types of job duties to be performed; specific position assignments will vary depending on the needs of the department. 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.

- Assists in preparation of all food under the direction of the manager or cook.
- Washes, sanitizes and air dries work tables, dining room tables, pots, pans, dishes, serving utensils, and flatware.
- Dismantles, washes and air dries serving areas.
- Sweeps and mops floor in designated areas.
- Serves breakfast and/or lunch.
- Cashiers at breakfast and/or lunch.
- Assists in proper storage of deliveries and leftovers.
- Maintains pleasant working relations with students, faculty, co-workers, and parents.
- Operates and cleans dish machine.
- Attends training classes and workshops.
- Performs other work-related duties as assigned.

SALARY

Salary Schedule for AFSCME Food and Nutrition (\$14,658)

REQUIREMENTS

- Satisfactory completion of Basic Sanitation Course.
- Able to follow written and verbal instructions.
- Meets health department personal hygiene standards.
- Physically able to perform the essential functions of the job to include lifting up to 40 pounds.
- Individuals appointed to this position may be required to hold and maintain a valid driver's license to carry out the essential functions of the position.

HOW TO APPLY

Employment applications are accepted **online only**. To access the application, visit the Current Job Openings 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 **February 26, 2021**.

The Board of Education of Harford County 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 Dr. Paula Stanton, Harford County Public Schools Title IX Coordinator, by mail to 102 S. Hickory Avenue, Bel Air, Maryland 21014, or by telephone to 410-809-6064 or by email to Paula.Stanton@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, or both.

AFFIRMING EQUAL EMPLOYMENT IN PRINCIPLE AND PRACTICE

