SOUTHERN STATE COMMUNITY COLLEGE

CAREER SERVICES
POSITION POSTING REQUEST

Employer Date

Organization Name: Highland County Board of DD Phone: 937-393-4237

Contact Person: Melanie McGowan Title: HR Administrative Asst.

Email: mmcgowan@highdd.org Fax: 937-393-5871

Address: 8919 US 50

City: Hillsboro State: OHIO Zip: 45133

Position Date

Job / Position Title: Preschool Cook-Food Service Associate Reports to: Operations Manager
(Note Position)

Degree Area of Concentration: _____

Position Type: ☐ Internship ☐ Part-time Position ☑ Full-time Position

Total number of hours per week: 32 Salary Range: _____

Duties and Responsibilities:
Qualified Preschool Kitchen Cook/Food Service Associate will prepare and/or cook snacks and meals and will deliver them to the classroom. Requirements include a high school diploma or equivalent and Food Serve Safe certification (or the ability to obtain certification), and the ability to lift supplies and equipment up to 50 lbs. regularly.

Education Level and Required Skills:
Prior experience cooking in a school or commercial setting and knowledge of preparing nutritional foods and meals is preferred. Duties also include stocking, receiving, cleaning (both daily and deep cleaning equipment) and dishwashing.

Wages and Benefits Include:

Additional Information:
Individual must be able to pass criminal background checks as required by the Ohio Revised Code; 180-day probation period must be completed. Individual must be able to pass BCI and FBI criminal background checks as required by the Ohio Revised Code; pass a preemployment drug screen, physical and TB test, and have a valid

How to Apply:
Please send employment application, resume, and cover letter including salary requirements via email to ebrennfleck@highdd.org

Deadline for Application: 08/01/2022

Submit

Notice to employers: *Southern State Community College does not discriminate against students on the basis of race, color, creed, religion, age, sex, marital status, veteran status, national origin, ancestry, citizenship, disability, sexual orientation, and/or gender identity.*