

## Vidalia City Schools

### VACANCY ANNOUNCEMENT

|   |                            |                             |                                   |
|---|----------------------------|-----------------------------|-----------------------------------|
| <b>Job Title:</b>   | SCHOOL NUTRITION ASSISTANT | <b>Department/School:</b>   | SCHOOL NUTRITION                  |
| <b>Location:</b>  | To Be Determined           | <b>Job Group/Type:</b>      | Classified/Hourly                 |
| <b>Issue Date:</b>  | March 31, 2022             | <b>Terms of Employment:</b> | 2022/23 School Year               |
| <b>Reports to:</b>  | SCHOOL NUTRITION MANAGER   | <b>Salary Range:</b>        | Per scale & verifiable experience |
| <b>Workdays:</b>  | 180 days per year          | <b>Hours:</b>               | 6-8 hours daily                   |
| <b>Job Description</b>  |                            |                             |                                   |
| Stores, prepares and serves food for the School Nutrition Program. Cleans and sanitizes equipment and physical facilities, including taking out the garbage, as needed. Maintains assigned forms and records.   |                            |                             |                                   |
| <b>Role and Responsibilities</b>  |                            |                             |                                   |
| <ul style="list-style-type: none"> <li>• Follows manager's directions and schedules in the production and service of food, including following written standardized recipes and instructions.</li> <li>• Practices safe and sanitary procedures in food preparation, storage, service and equipment operations. This includes wearing a hair net at all times and taking out the garbage, as needed.</li> <li>• Physically able to perform duties: requires standing and walking 95% of the workday, must be able to lift 40 lbs., must work in varying temperature environments.</li> <li>• Locates and removes cases of food or heavy packages during the receipt of food or from either dry, frozen or refrigerator storage; such activity may mean lifting from a bent position or from above the shoulders.</li> <li>• Operates a variety of equipment, including but not limited to: slicer, food chopper, mixer, steam kettle, etc.</li> <li>• Attends job-related training classes and workshops.</li> <li>• Follows Vidalia City Board of Education Personnel Policies.</li> <li>• Participates in implementing promotion of school and community activities consistent with board policy.</li> <li>• Demonstrates the ability to work with the school community.</li> <li>• Perform all other duties as assigned by the principal and school nutrition manager</li> <li>• All classified employees serve at the will and the pleasure of the Vidalia Board of Education.</li> </ul> |                            |                             |                                   |
| <b>Qualifications and Education Requirements</b>  |                            |                             |                                   |
| <ul style="list-style-type: none"> <li>• GED or High School Diploma, preferred</li> <li>• Acceptable background check as per O.C.G.A. 20-2-211.1</li> </ul>   |                            |                             |                                   |
| <b>General Information</b>  |                            |                             |                                   |
| Insurance Benefits available; School holidays, sick leave days  |                            |                             |                                   |
| <b>Procedure for Applying</b>   |                            |                             |                                   |
| All interested individuals must submit a classified employment application to Vidalia City Schools, ATTN: Personnel, 1001 North Street West, Vidalia, Georgia 30474. No faxed applications will be accepted. In-system employees need only submit a letter of interest and resume. Include a copy of any certifications.  |                            |                             |                                   |

**The Vidalia City Board of Education is an equal opportunity employer and does not discriminate against any person on the basis of sex, race, color, religion, national origin, age or handicap in any of its education or employment programs or activities.**

**The Vidalia City School system operates a Drug-Free, Public Workplace.**