



MIDLAKES DISTRICT OFFICE

PHELPS CLIFTON SPRINGS CENTRAL SCHOOL DISTRICT

1490 State Route 488 Clifton Springs, NY 14432

SUMMER VACANCY-JOB POSTING

POSTING DATE: June 5, 2020

POSITION: Summer Assistant Cook Manager

TERM: June 18-June 30, 3 day a week deliveries
(Once a summer feeding schedule is determined work may extend to the end of August. Work days over the summer are anticipated to be 2 days a week.)

SALARY: Contractual hourly rate per negotiated agreement

CLASSIFICATION REQUIREMENTS:

- Must have High School Diploma or GED
- NYS Education Dept. Fingerprint Clearance
- Must meet minimum Civil Service qualifications.

GENERAL JOB DESCRIPTION:

- Assists in preparation of meats, cheeses and vegetables;
- Prepares all types of sandwiches;
- Prepares vegetables for salads;
- Assists in preparation of all types of food for regular and special diets;
- Assists with inventory and ordering food supplies;
- Checks and stores food products received;
- Maintains cleanliness in kitchen area;
- Substitutes as Cook or Cook-Manager in the absence of the supervisor.

APPLICATION PROCEDURE: Apply online on the Ontario County Civil Service Employment Portal:
<https://ontario-portal.mycivilservice.com/jobopps>

The Phelps-Clifton Springs Central School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs, activities, employment, and admissions; and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Michele Robinette, compliance officer/coordinator, at mrobinette@midlakes.org. Mrs. Robinette can also be reached at 315-548-6475 or via mail at the District Office: 1495 State Route 488, Clifton Springs, New York, 14432. Inquiries concerning the application of the Phelps-Clifton Springs Central School District non-discrimination policies may also be referred to the U.S. Department of Education, Office for Civil Rights (OCR), 32 Old Slip, 26th Floor, New York, NY 10005, telephone (646) 428-3800 (voice) or (800) 877-8339 (TTY).