



POSTING

Internal/External

June 11, 2024

POSITION:

**NUTRITION SERVICE WORKER
(Manistee Middle/High School Meals on Wheels & MMHS
School Nutrition Worker)**

HOURS:

Monday- Friday 7:30am-2:00pm 7hrs. (3.5 hrs. Meals on Wheels)
Tuesday 7:00am-2:00pm 7.5hrs.(4 hrs. Meals on Wheels)
This is a full-time, year-round position.

JOB DESCRIPTION

Candidate must possess excellent customer service skills, have knowledge of Senior meal food service basic skills, be able to lift 40 lbs., must have the skills necessary to prepare, produce & seal all meals for the Meals on Wheels Program, must be ServSafe Certified.

Primary Duties will be setting up frozen meals for the Meals on Wheels Program, filling & packaging the daily Senior meals, dish washing duties, cleanup, properly receiving and storing leftovers. Running Meal Magic during school lunch and/or serving.

Duties may include, but are not limited to, the following:

- Prepare meals in accordance with the Manistee County Council on Aging Senior meal requirements
- Put away stock and rotate on a First In-First Out basis
- Keep the freezer organized and clean
- Order products that fall below par balances
- Set Up, Seal and organize the shipment of all senior meals for delivery, including weekly frozen meals. (There will be multiple routes & congregate feeding sites each day)
- Maintain proper production reports & temperature logs.
- Any other duty assigned by the Food Service Director.

START DATE:

End of June, 2024

PAY/BENEFITS:

Per Contract Agreement

EXPIRATION DATE:

Until Filled

TO APPLY:

Please submit an email or letter of interest to sschubert@manistee.org

DISTRICT POLICY: Nondiscrimination on the basis of race, color, religion, national origin or ancestry, gender, age, disability, height, weight or marital status in all activities and employment.