



## WASHTUCNA SCHOOL DISTRICT #109

730 E. Booth Ave.  
Washtucna, WA 99371

### Position Opening Announcement

**Position:** Head Cook – minimum 6 Hours/Day – 4 Days/Week – *156 days/year*  
**Effective Date:** October, 2021

**Qualifications:**

- High School Diploma or General Education Diploma (GED) and one to two years related experience.
- Operate, clean and sanitize cooking, baking and washing equipment and all other kitchen equipment.
- Handle food according to proper sanitation regulations and follow safety standards.
- A willingness to work overtime as required, to ensure that extra-curricular and school rental requirements are satisfied, and when emergency situations arise.
- Prepare OSPI records as necessary.
- Must possess a State Food Handler's Permit.
- Ability to communicate with the principal and school staff so the necessary support requirements for educational programs may be provided.
- Positive, motivating and caring attitude for students and be able to supervise and work well with others.
- Willing to maintain and update food service abilities by attending workshops, conferences and inservice programs.
- Applicant who possesses prior verifiable cooking training and/or experience and meets all of the above qualifications will be given preference.
- Use and knowledge of personal protective equipment, i.e. goggles, gloves, cut resistant gloves, and/or any other provided safety equipment.
- Must have some computer abilities and know how to use the computer.
- Must be able to learn and use federal and state nutritional requirements.
- Must be able to plan menus and order commodities, supplies and groceries.
- Knowledge of Qmlativ and the Child Nutrition Program preferred.

**Physical Requirements:** The Physical Demands described here are representative of those that must be met by an employee to perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Standing, walking, sitting without restrictions, good visual ability to work around machinery and equipment, ability to follow written and verbal instructions, ability to reach, grasp, handle and grip items, ability to stoop/bend/squat frequently, lift and carry objects weighing up to 30 pounds a minimum of 10 feet on a frequent basis. Workers can request assistance when lifting or carrying heavier objects as required. Able to work in often times hot, humid and wet environment.

**Salary:** Follows classified salary schedule

### **Application**

**Requirements:** District Application Form  
Letter of Application  
Resume  
Letter of Recommendation (2 letters)

**Closing Date:** Open until filled

### **Send Application**

**Materials to:** Washtucna School District #109  
730 East Booth Avenue  
Washtucna, WA 99371

VERIFICATION OF IDENTITY AND UNITED STATES WORK AUTHORIZATION FORM MUST BE COMPLETED BEFORE EMPLOYMENT COMMENCES. A CRIMINAL BACKGROUND CHECK MUST ALSO BE SUBMITTED PRIOR TO EMPLOYMENT. The Washtucna School District #109 complies with all federal rules and regulations and does not discriminate on the basis of sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation, including gender expression or identity, the presence

of any sensory, mental or physical disability, or the use of a trained guide dog or service animal by person with a disability in its programs and activities and provided equal access to the Boy Scouts and other designated youth groups. Inquiries regarding compliance procedures may be directed to the school district's Title IX/RCW 28A.640 Officer and/or Section 04 Coordinator. Title IX RCW 28A.640 Officer and Section 504 Coordinator: Michael Amend and Pam Kraft, 730 East Booth Avenue, Washtucna, WA 99371; 509-646-3401.