



**NOTICE OF VACANCY**  
**Logan City School District**  
**101 West Center**  
**Logan, UT 84321**

**COOK**

Applications are now being accepted for a Cook in the Logan City School District. The job of a cook is done for the purpose of providing support to the food service activities at assigned location with specific responsibilities for baking food items that meet mandated nutritional requirements and/or requests of students and school personnel; verifying quantities and specifications of orders; maintaining facilities in a sanitary condition; and assisting assigned food service personnel in performing their functions.

**Hours per Day:** 5.5

**Salary:** \$18.91 per hour

**Contract:** 2023-2024 school year

**Benefits:** None

**Application Process**

Application deadline is: **October 9, 2023 or until filled.** All application materials must arrive at the Logan City School District Human Resources Office, 101 West Center, Logan, Utah 84321. Email: [jill.ochsenbein@loganschools.org](mailto:jill.ochsenbein@loganschools.org) Phone: (435)-755-2300 Fax: (435) 755-2311. Selected finalists will be contacted for an interview.

Applicants must submit the following:

1. Completed Logan City School District Education Support Professional Application (available online at [www.loganschools.org](http://www.loganschools.org), Human Resources Department, Employment Opportunities)
2. Detailed cover letter outlining special competencies related to and specific interest in the particular position
3. Current resume in which professional preparation and experience are clearly detailed
4. Three letters of recommendation written within the last six months
5. Food Handlers Permit or ServSafe Certificate

**Essential Functions**

- Bakes one or more food items for the purpose of meeting projected meal requirements.
- Cleans utensils, equipment, and storage, food preparation, and serving areas for the purpose of maintaining required sanitary conditions.
- Directs assigned personnel for the purpose of assisting them in performing their functions in a safe and efficient manner.

- Estimates food preparation amounts and adjusts recipes, if required, for the purpose of meeting projected meal requirements and minimizing waste of food items.
- Evaluates prepared food for flavor, appearance, and temperature for the purpose of presenting items that will be accepted by students and/or staff.
- Inspects food items for the purpose of verifying quantity, quality, and specifications of orders to meet preparation requirements and/or complying with mandated health standards.
- Maintains equipment, storage, food preparation, and serving areas in a sanitary condition for the purpose of complying with current health standards.
- Monitors kitchen and cafeteria areas for the purpose of ensuring a safe and sanitary working environment.
- Oversees the preparation, cooking, and serving of food and beverage items for the purpose of meeting mandated nutritional and health standards and ensuring appealing presentation.
- Participates in unit meetings, in-service training, workshops, etc. for the purpose of conveying and/or gathering information required to perform job functions.
- Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.
- Performs functions of other nutritional services positions, as requested by supervisor, for the purpose of ensuring adequate staff coverage within site nutritional services operations.
- Reports equipment malfunctions for the purpose of maintaining equipment in safe working order.
- Serves one or more items of food for the purpose of meeting mandated nutritional requirements and/or requests of students and school personnel.
- Stocks food, condiments, and supplies for the purpose of maintaining adequate quantities and security of items.

*It is the policy of the Logan City Board of Education that there will be no discrimination or harassment on the grounds of race, color, sex, marital status, religion, national origin, age or disability in any educational program, activity, or employment.*

*Reasonable accommodations for the application/interview process will be provided upon request, and as required in accordance with the Americans with Disabilities Act of 1990. Persons with disabilities may contact the Human Resources Director at (435) 755-2300 for additional information or assistance.*