Part-time Cook II position open at the Cloquet Senior Center. $12.77 hourly. M-F, 8:30 AM-1:00 PM. Please apply at: www.aeo.org/Careers tab, Food Service. Apply by February 23, 2020.

Cook II
2020-SS-003

Responsible for the daily meal service at a Senior Dining site

Duties and Responsibilities:
- Orders and purchases inventory to prepare meals
- Prepares meals that follow program requirements
- Maintains records of food inventory, food purchases, and other program records
- Maintains a clean/sanitary kitchen and dining area
- Assists in supervising, training, and evaluating staff, volunteers, and substitutes
- Provides Meals on Wheels and satellite services (site-specific)
- Attends appropriate training functions

Requirements:
- Experience in quantity food preparation
- Regularly lifts 30 lbs. and occasionally more
- Travel as required

Needed Attributes:
- Ability to work effectively with volunteers and elderly program participants
- Communicates effectively, both verbally and in writing in a professional manner

Part-time, Monday-Friday, 8:30 AM-1:00 PM, 22.5 hours/week