

Hopkinton Public Schools

An Equal Opportunity Employer



NOTICE OF VACANCIES

Job Posting # 18-FSS

Opening Date: August 24, 2017

Closing Date: Open Until Filled

TITLE: Food Service Substitute(s)
TYPE OF POSITION: Contingent (as needed), pay \$11.99/hour
LOCATION: All Schools, Hopkinton, Massachusetts
AREA OF CONSIDERATION: All qualified candidates

Multiple positions may be filled from this announcement.

This is the position of Food Service Substitute within the Hopkinton Public School district. In the absence of the Cafeteria General Worker, the Food Service Substitute assists in the preparation, presentation, and clean-up of school meals.

DUTIES

Duties include, but are not limited to:

1. To serve food to students and staff, according to instructions;
2. To clean any area of kitchen according to sanitary regulations;
3. To store all food properly;
4. To follow all safety instructions when using equipment;
5. Other duties, as assigned.

QUALIFICATIONS

To be considered qualified for this position, candidates must have the following:

1. High school graduate or GED preferred;
2. Ability to read basic operating and use instructions;
3. Ability to give and receive instructions and information;
4. Basic knowledge of food service and sanitation practices;
5. Such alternatives to the above qualifications as the Food Service Director or Superintendent may find appropriate.

APPLICATION PROCEDURE

To be considered for this vacancy, please reference only job vacancy #18-FSS and your last name in the subject line, (as, #18-FSS Jones) and submit:

1. Application form (application forms are available on the district web site: www.hopkinton.k12.ma.us and included at the end of this Job Vacancy announcement).

Submit the above required information to: hpsjobs@hopkinton.k12.ma.us

Please note: this address is for application materials only. *E-mail is our preferred method of application*, however, if you wish to apply by mail, please send the required items to:

Hopkinton Public Schools (#18-FSS)
Human Resources Department
89 Hayden Rowe St.
Hopkinton, MA 01748

The Hopkinton Public School System does not discriminate on the basis of race, color, religion, national origin, age, gender, gender identification, sexual orientation, genetic information, or disability in admission to, access to, employment in, or treatment in its programs and activities. The Hopkinton Public School district is an equal opportunity employer, committed to diversity in our workplace. The school system's educational philosophy and personnel goals, including the goal of equal employment opportunity, will be considered in filling all positions.

