

CONSERVANCY

for CUYAHOGA VALLEY NATIONAL PARK

1403 West Hines Hill Rd., Peninsula, Ohio 44264 | 330-657-2909 | www.conservancyforcvnp.org

Position Announcement **Part Time Cook**

April 3, 2019

The Conservancy for Cuyahoga Valley National Park is a non-profit organization created to engage public support for Cuyahoga Valley National Park and provide services to enhance public use and enjoyment of the park. The Conservancy's mission is to enrich lives and our communities by inspiring use, appreciation and support of Cuyahoga Valley National Park and ensure its preservation.

Position Description, Essential Duties (other duties as assigned):

The Conservancy for Cuyahoga Valley National Park is looking for a qualified, self-motivated, organized individual to assist the Culinary Program Manager and Head Chef in the Environmental Education Center's food service operation. The operation includes preparing food for school groups, weekend conference groups, and summer camps. The Part Time Cook provides support and assists with quality assurance by performing the essential duties.

Essential duties include:

- Observe all food safety and sanitation procedures.
- Adhere to prescribed food-handling procedures.
- Read and execute recipes as assigned.
- Carry out dishwashing procedure using automatic dish machine and/or manual 3- compartment sink technique depending on need.
- Organize and set up dish wares/ bus station for in-house meals.
- Breakdown and clean up after in-house meals.
- Employee must be able to satisfactorily perform the essential duties/functions as outlined in the position's job description.
- Other duties as assigned.

Minimum Qualifications: The ideal candidate must be of legal working age. Experience working in a high-volume or quantitative food service operation preferred. Excellent knife skills and knowledge of scratch cooking soups, sauces, dressings, and a la carte items preferred.

- The individual must possess the ability to read, analyze, write, and interpret recipes, dietary restrictions, and all related correspondence.
- The individual must be able to work in a team environment, as well as independently.
- Flexible schedule required, not to exceed 30 hours per week, including evenings until 7:00 pm and some weekends. The individual must be able to perform the essential functions of the job satisfactorily as outlined. Where necessary for a qualified individual with a disability to perform the essential functions of the job, reasonable accommodations will be provided.
- While performing the duties of this job the employee must be able to walk between campuses. The noise level in the kitchen is moderate to high.
- While performing the duties of this job the employee is often exposed to industrial strength cleaning chemicals, hot equipment, cold equipment, institutional size equipment and sharp objects.
- Must be able to stand an average of 8 hours per day.
- The employee may be required to lift up to fifty (50) pounds.
- Must have the ability to communicate verbally and in writing in the English language.
- Employee must have a valid driver's license and meet our driving record policy due to use of a government or Conservancy owned vehicle. Employee will be required to participate in and pass the government Defensive Driving course.
- All employees of the Conservancy for Cuyahoga Valley National Park working at the Cuyahoga Valley Environmental Education Center must be fingerprinted for a background check in the state of Ohio and a FBI criminal record check due to the presence of children. These employees must also sign an Annual Voluntary Disclosure Statement and annually be checked against the National Sex Offender Database website.

Pay / Hours / Term: Part-Time, non-exempt, hourly position. Hourly wage is \$10 per hour. No benefits associated with this position.

To Apply: Send cover letter and resume to apply@forcvnp.org, with the subject line reading Part-time Cook. No phone calls will be accepted regarding this position. Posting closes when position is filled.

The Conservancy provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, genetic information, marital status, military obligations, or veteran status.