



SARALAND CITY SCHOOL SYSTEM

JOB ADVERTISEMENT

The Saraland Board of Education is accepting applications for the following classified position for the 2024-2025 school year.

POSITION TITLE: CHILD NUTRITION PROGRAM (CNP) WORKER (7-HR/DAY)

QUALIFICATIONS:

- Previous CNP experience
- Food Handler's Permit
- Current ServSafe Certification
- Physically able to lift up to and including 50 pounds
- Able to stand for extended periods of time

REPORTS TO: CNP Manager

PERFORMANCE RESPONSIBILITIES:

- Embrace and promote the school system's mission, vision, beliefs, and goals
- Maintain a professional appearance and perform duties in a manner that will promote good public relations
- Participate in the efficient and effective operation of the CNP, including pre-service and in-service CNP training programs, staff meetings, and assigned duties
- Regular and punctual attendance, follow correct procedure for recording daily attendance and securing substitutes
- Understand and assist in upholding system rules, policies, and procedures
- Follow work schedule and work assignments made by the manager
- Maintain a high level of ethical behavior and confidentiality of information about students, personnel, and all school system business
- Maintain proper and professional relationship with students and other employees
- Comply with safety and health regulations as established by federal, state, and local agencies
- Clean kitchen, serving line, storage, and dining areas; checks all cafeteria equipment for safety and cleanliness and notifies appropriate authorities when repairs and/or replacements are needed
- Prepare meals and performs tasks related to the CNP under the direction of the CNP manager, including service, cleaning, and storage
- Practice acceptable health habits and work habits, which are in keeping with current health guidelines
- Record food used for meal preparation
- Exhibit or attain skill in the operation of all available equipment including registers
- Set up, use, clean, and store equipment safely according to established guidelines
- Wash pots, pans, and utensils using three compartment sink procedures established by Health Department
- Clean dining area
- Unpack supplies and assist with stocking dry storage, refrigeration, and freezer shelves
- Wear clothing and shoes required for CNP employees
- Performs related CNP duties as assigned by the principal, CNP manager, or designee

TERMS OF EMPLOYMENT: Specified in job advertisement

EVALUATION: Performance evaluated in accordance with Board policy

SALARY: Board approved salary schedule

All applicants should apply electronically. To obtain an electronic application, visit the HireTrue website at <https://bit.ly/SpartanCareersStartHere> and complete the State of Alabama electronic application.

All positions with the Saraland Board of Education require submission of a copy of current driver's license or valid picture identification, a copy of Social Security card, completion of a TB skin questionnaire, and background clearance through the State of Alabama Department of Education. Certified positions also require submission of valid teaching certificate (Alabama or out-of-state) as well as unofficial transcripts indicating all coursework and degree conferral date(s) from regionally accredited colleges/universities.

The Saraland School System is an Equal Opportunity Employer.

No applicant or employee shall, on the basis of race, color, religion, gender, age, ethnicity, marital status, disability if otherwise qualified, political or religious beliefs, national origin, social and family background, or on the basis of the use of a language other than English, be discriminated against by this school system.

The statements above outline the general nature and scope of work performed by individuals in this classification. They should not be interpreted as a comprehensive list of all responsibilities, duties, and skills required. Personnel may be asked to perform tasks outside their usual responsibilities as necessary.