

Organization: **Youth & Family Services (YFS)**

Department: **Nutrition**

Position: **Cook**

Status: **Full-Time**

Reports to: **Food Service Supervisor**

Location: **Rapid City, SD**

Work Schedule:

Work Days: **Monday through Friday**

Hours/Week: **40**

Non-smoking work environment. Wage DOEQ. E.O.E.

Benefits: YFS strives to provide its employees with top-quality benefits. YFS employees are offered medical, dental, vision, long-term disability, and life insurance as well as multiple paid holidays, paid vacation and sick leave, 401K and retirement/pension options, and more!

Minimum Qualifications: High School diploma or GED required. Cooking and food service experience. Ability to work independently and deal effectively with the public. Ability to maintain confidentiality. Current vehicle liability insurance preferred. Valid driver's license required.

Essential Functions:

- Comply with guidelines and regulations of Child and Adult Care Food Program (CACFP), Summer Food Service Program, Health Department, Fire Department, and agency policies and procedures.
- Help with meal preparation, clean up and other duties as assigned by Food Service Supervisor.
- Responsible for assisting with the preparation of nutritious meals and snacks.
- Responsible for the preparation and setting up of the meals for meetings and special events.
- Ensure proper safety and sanitation procedures are followed with use of kitchen equipment, food storage, food preparation, and handling of food.
- Work cooperatively with all staff, agency programs, children, parents, cultural groups, and maintain confidentiality and respect for all individuals.
- Will assume responsibility of the Food Service Supervisor's position during his/her absence or to accommodate program needs and nutrition staff coverage.
- Attend all staff meetings and trainings as requested by supervisor.
- Perform additional duties as assigned by supervisor.

Environmental Functions: Must occasionally travel within city limits to regular meetings and to other program sites. Ability to lift up to 50 lbs.

How to Apply: For consideration, an application for employment must be submitted to the YFS Human Resource Department. Application may be downloaded at: <http://www.youthandfamilyservices.org/careers/>. Please note that resume only will not be accepted.

How to Submit Application:

By email

In person or by mail: Youth & Family Services, 1920 N. Plaza Blvd., Rapid City, SD 57702

Other location: One Stop Career Center

Any questions? Call HR Team at 605-342-4195!