13th Judicial Circuit Court

Robert L. Perry Juvenile Justice Center



.50 Food Service Worker

Starting wage is $15.00 an hour or $15,600.00 annually with the potential of a pay increase after a 6-month successful probationary period. We offer a $2.00 shift differential for positions that work evenings and nights.

Basic Functions and Responsibilities:

This is a food preparation and cooking work in an institutional kitchen. An employee in this class is responsible for the preparation of meals for juveniles in a small institution, or under the general direction of a Food Service Worker II in a larger institution. The employee's duties may also extend to baking and/or planning menus not requiring the application of professional dietic principles. Work is performed under the general supervision of a Food Service Worker II or other supervisor.

We will provide all the training you need to be successful.

As a Missouri State Paid Employee, you will have the following benefits:

- Health Insurance
- Dental Insurance
- Vision Insurance
- Life Insurance
- Missouri State Retirement System (MOSERS)
- Deferred Compensation match up to $75/month
- Cafeteria Plan
- Paid Time Off
- 14 Paid Holidays per year

Characteristic Duties:

(Any one position may not include all of the duties listed, nor do the examples cover all of the duties that may be performed.)

- May prepare meals on a shift in an institutional kitchen; cooks vegetables, and meats, carves meats, bakes pastries, and makes salads.
- Prepares meals on a household or small group basis; observes menu and ordinary rules of nutrition in preparing well balanced meals; secures supplies and menu items.
- Maintains sanitary conditions in the kitchen; supervises and participates in the cleaning of stoves, cookers, kettles, pots and pans, refrigerators, food grinders and mixers, work benches and tables and other kitchen utensils and surfaces.

- Requisitions and maintains supplies and menu items as needed, and insures quality and quantity of food, supplies and equipment.
- Ensures that safety and security policies and procedures are followed.
- Performs other related work as assigned.

Knowledge, Skills, and Abilities:

(This job description does not include specific physical requirements necessary to perform the job, such as carrying, standing, and lifting. Such requirement varies from position to position and may be determined by the appointing authority.)

- Working knowledge of materials, methods and equipment used in preparing food on a large scale.
- Working knowledge of food values and nutrition.
- Ability to plan menus not requiring the application of professional dietetic principles.
- Ability to cook on a large sale and to plan and prepare meals on a household scale.
- Ability to maintain harmonious working relationships with other employees.
- Ability to work long hours while standing under conditions of high temperature.

Minimum Qualifications:

(The following statement represents the minimum education and experience that will be used to determine qualifications of applicants, provided equivalent substitution will be permitted in case of deficiencies of either experience or education. Education above the minimum stated may be substituted on a year for year basis for the required general experience; experience above the minimum stated may be substituted on a year for year basis for the required education.)

- Must be 21 years of age.
- High School graduate or equivalent.
- One year of commercial, institutional, or large-scale cooking experience.
- Course work or training in cooking or food preparation may be substituted on a month-for-month basis for the required experience.
- Condition of continued employment requires the ability to test and pass the Missouri Food Handlers Training.
- Be free from illegal drugs.

To Apply:

Applications are available electronically at:

http://www.courts.mo.gov/hosted/circuit13/other/jobs.htm

OR

In person at the Robert L. Perry Juvenile Justice Center, 5665 N. Roger I Wilson Memorial Drive, Columbia, Missouri 65202.

Completed application may be submitted electronically in PDF format to BNE-Jobs-JJC@courts.mo.gov or returned to the Robert L. Perry Juvenile Justice Center.

Application will be received until all positions are filled.

An Equal Opportunity Employer