



ST. VINCENT DE PAUL
ASSISTANCE • SHELTER • HOPE

JOB POSTING

POSITION: **Cook**
St. Vincent de Paul Gateway Shelters
Full-Time and Part-Time
Must have availability between 8:00 AM & 9:00 PM

POSITION MANAGER: **Director of Food Service Operations**
Jeff Blumer jblumer@stvincentdayton.org

POSTING PERIOD: **March 31, 2021** (until filled)

APPLICATION PROCESS:

Submit Resume to JBLUMER@STVINCENTDAYTON.ORG or HR@STVINCENTDAYTON.ORG
OR mail resume to: St. Vincent de Paul Administration Office
124 W. Apple St., Dayton, OH 45402

GENERAL SUMMARY AND PURPOSE

The Cook is responsible for assistance in maintaining the efficient operation of all areas related to food preparation and storage. This individual assists with preparation of three daily meals to be served to shelter guests. The Cook trains and supervises volunteers assigned to work in the shelter kitchen. Responsible for ensuring that volunteers act in compliance with Department of Public Health guidelines for safe food handling and storage.

QUALIFICATIONS:

- At least 1-year foodservice experience preferred
- Serve Safe certification preferred
- High school diploma or equivalent required
- Demonstrated successful experience working with diverse populations
- Experience in de-escalation in conflict/crisis situations is preferred
- Must be able to work nights/evenings/weekends/holidays
- Must be able to work at multiple locations
- Must have reliable source of transportation
- **Must have valid driver's license and be eligible for company driver's insurance**
- Must be able to carry 50 lbs. for short distances
- Must be able to pass mandatory drug screen and background check