



# Ellisville State School

1101 Highway 11 South ♦ Ellisville, Mississippi, 39437  
601-477-5625 ♦ 601-477-5710 fax

## Vacancy Announcement

### Food Services Worker

**This is a CONTRACT POSITION with no state benefits**

**Position Open:** April 3, 2023

**Position Close:** April 17, 2023

**Salary Range:** **\$11.00** an hour/**20** hours per week

The Agency reserves the right to renew the contract for up to two (2) years beyond the initial contract term, at the same rate of pay per hour and hours per week.

**Location:** Food Services

**Position Description:** Responsible for preparing and distributing food items according to menu, required amounts, and established standards. Complies with sanitation and safety guidelines to ensure work areas, appliances and utensils are kept clean and orderly. Operates all kitchen equipment such as stoves, ovens, deep fat fryers, etc. Performs custodial work, and serves as public representative. Other responsibilities include performing duties associate with the preparation of food according to established standards. Follows standardized recipes, measures ingredients accurately and performs work in the are of food preparation. Follows regulations and procedures concerning food safety and sanitation. Follows proper procedures for maintenance and cleaning cooking equipment and utensils.

#### **EDUCATIONAL/EXPERIENCE REQUIREMENTS:**

Must have a High School Diploma or GED.

Employees of Ellisville State School cannot be considered for this position unless they resign from their current state service position.

Interested applicants can submit an application at the Ellisville State School Office of Human Resources or Win Job Center, Laurel or Hattiesburg, MS. For questions about applying please call 601-477-5615.

It is expressly understood that the above description of job duties and expectations are subject to change based on the needs of Ellisville State School. The Agency reserves the right to renew the contract for up to two (2) years beyond the initial contract term, at the same rate of pay per hour and hours per week.

***Upon contingent employment offer, employees must complete a background check, pre-employment drug test, and submit documentation of COVID-19 vaccination or an accommodation request related to vaccination status.***

*Ellisville State School is an Equal Opportunity Employer*