



**thrivalASKA**

**Job Title:** **HS/EHS Head Start Cook 1 & 2**  
**To:** All Employees  
**From:** Human Resource Department  
**Location:** 1949 Gillam way, Fairbanks, Alaska  
**Open Date:** 12/18/18  
**Start Date:** Immediately  
**Hours/Days:** Non -Exempt, Full-Time, 35 weeks during school year at 40 hours and 13 weeks at 20 hours week during the summer  
**Salary:** DOEE – Range \$15.67- 18.67

**Overview of Position:**

The Cooks are responsible for ensuring CACFP and USDA guidelines are followed in the preparation of food for 142 children and adults and maintenance of the kitchen. Responsibilities include meal planning, food preparation, tracking paperwork, safety & temperature logs, shopping, inventory controls, ensuring safe and clean food service practices and keeping accurate and timely records of meals (CACFP recipes, food counts, monthly report, menus, and production records). Serve attractive, flavorful and nutritious foods.

**Minimum Qualifications**

1. High school diploma or GED.
2. Experience with quality and quantity food preparation and operation/maintenance/sanitizing of food service equipment.
3. 1 year professional cooking experience

**Preferred Qualifications**

1. Knowledge of the nutritional needs of preschool children using CACFP, DEC, & USDA guidelines.
2. Food Handler card required.
3. Ability to use basic math, to compute for meal count sheets, menu tracking, procurement, shopping

**Closing Date: 12/26/18**

Position is being advertised community and corporate wide.

For questions call Lisa McDaniel at 907-452-4267 x222

Submit applications to Lisa McDaniel:

Email: [lmcdaniel@thrivalaska.com](mailto:lmcdaniel@thrivalaska.com)

FAX: 907-479-9035

Mailed or in person at: 1949 Gillam Way, Suite 209 Fairbanks, AK 99701