



SAINT IGNATIUS

Cleveland • Jesuit • 1886

Position Profile: School Cafeteria Worker

About the Position:

Saint Ignatius High School, a highly successful Jesuit college preparatory school for boys in Cleveland, Ohio, is seeking an experienced part-time School Cafeteria Worker to join the Campus Dining team. The ideal candidate will bring experience cooking and serving in a cafeteria environment and possess a welcoming, customer-service attitude with an interest at working in high school surroundings. This position reports to the Director of Campus Dining and assists in food preparation, presentation and service in a professional kitchen environment. This is a 10-month, part-time position working through the school year less than 30 hours per week.

As a Catholic School in the Jesuit tradition, Saint Ignatius has been educating “Men for Others” for 125 years. The school is known locally, as well as nationally, as a leader in educational excellence. At graduation, students will be open to growth, intellectually competent, religious, loving, and committed to peace and justice.

Primary Functions/Responsibilities:

- Arranges food and beverage items (e.g. placing in steam tables, a la carte trays, filling racks, mobile carts, etc.) for the purpose of making items available to students and staff.
- Cleans utensils, equipment, and the storage, food preparation and serving areas for the purpose of maintaining sanitary conditions
- Inspects food items, work areas, etc. (e.g. personal hygiene, proper food temperatures, etc.) for the purpose of preventing cross-contamination of food borne illnesses.
- Loads carts, food warmers, trays, etc. for the purpose of ensuring that food and/or beverage items are available for transporting to other sites (by assignment).
- Serves one or more items of food for the purpose of menu requirements and/or requests of students and school staff.
- Uses proper body mechanics and cleaning procedures for the purpose of preventing accidental injuries to self and others.
- Assists other personnel for the purpose of supporting them in the completion of their work activities.
- Responds to inquiries of students, staff and the public for the purpose of providing information and/or directing to other.

Qualifications:

- 3-4 years of work experience with institutional food service, preferably in a school setting
- High school diploma or GED certificate preferred.
- Serve Safe Certified preferred

The successful candidate will demonstrate the following competencies:

- Ability to follow oral and written instructions and multi tasks with a potential need to upgrade skills in order to meet the changing job conditions.
- Ability to communicate effectively.
- Ability to learn operation of all food service equipment and prepare foods from recipes.
- Demonstrated customer service orientation and willingness to interact with high school students, faculty and staff.
- Maintain a neat and appropriate appearance and project good health/hygiene habits.
- Ability to work effectively on a team and on own initiative when required.
- Familiarity with unique Jesuit identity and school mission.
- Willingness to engage in personal educational and faith development.

The position offers a unique opportunity to the candidate who is willing to contribute significantly to sustaining a school where:

- The Catholic Faith is highly valued.
- People are believed in, honored and cared for.
- The natural talents and creative abilities of persons are recognized and celebrated.
- Individual contributions and accomplishments are appreciated.
- Everyone is treated fairly and justly.
- Sacrifice on behalf of the economically poor, the socially deprived, and the educationally disadvantaged is commonplace.
- Each person finds the challenge, encouragement and support needed to reach his fullest individual potential for excellence.
- We help one another and work together with enthusiasm and generosity, attempting to model concretely in word and action the ideals we uphold for our students and ourselves.

About Saint Ignatius High School:

Saint Ignatius High School, which opened its doors September 6, 1886, is a Jesuit college-preparatory school. The school enrolls more than 1,500 young men who hail from 96 cities in a nine-county region.

Academically, Saint Ignatius is a regional and state leader in National Merit finalists. To challenge students and prepare them for college, the Saint Ignatius curriculum offers 17 Advanced Placement (AP) and 21 honors subjects. In September 2009, the school was designated a Blue Ribbon school by the U.S. Department of Education.

A Saint Ignatius education prepares students to become competent, concerned and socially responsible members of their communities. With a motto of Men for Others, there is a prime concern for the development of Christian values among all students. Part of the Saint Ignatius student experience includes the promotion of faith in the service of justice.

Located in close proximity to downtown Cleveland in the vibrant and energetic Ohio City neighborhood, the school occupies 23 acres and includes 19 buildings and three athletic fields. The school has 120 faculty members, 90 percent of whom hold advanced degrees. Fifty-seven percent have spent 10 years or more teaching at Saint Ignatius.

Applicants with Disabilities

As an equal opportunity employer, Saint Ignatius High School is committed to a diverse workforce. In order to ensure reasonable accommodation for individuals protected by Title I of the Americans with Disabilities Act of 1990 (as amended), applicants that require accommodation in the job application process may contact the Human Resources Office at 216-651-0222 for assistance.

Submit electronically a letter of interest and resume to: SIHSPosting63@ignatius.edu.

Deadline: Friday, January 15, 2020

Candidates are encouraged to visit the Saint Ignatius website: www.ignatius.edu