



## Job Announcement

### **Food Service Specialist**

The City of St. Gabriel is accepting applications for the position of Food Service Specialist. This is a part-time position.

#### **JOB SUMMARY**

Responsible for the preparation of food and beverages for City of St. Gabriel Senior Center. Food Service Specialist will engage in the preparation and cooking of various foods ensuring to adhere to all food safety standards.

#### **ESSENTIAL FUNCTIONS:**

- Complies with established sanitation standards, personal hygiene and health standards
- Observes proper food preparation and handling techniques
- Ability to work well with Seniors (60 years +)
- Stores food properly and safely, marking the date and item
- Reports necessary equipment repair and maintenance to supervisor
- Correctly prepares all food served following standard recipes and special diet orders
- Plans food production to coordinate with meal serving hours so that excellence, quality, temperature and appearance of food are preserved
- Apportions food for serving
- Menu planning
- Maintains daily production records
- Keeps work area neat and clean at all times; cleans and maintains equipment used in food preparation
- Completes food temperature checks before service
- Sets steam table; serves or ensures proper serving of food for tray line or dining room

#### **WORK ENVIRONMENT**

This job operates in a kitchen environment, housed with equipment such as an oven, stove, dishwasher, slicer, coffee machine, steamer, mixer and chef's knives. The employee is frequently exposed to heat, steam, and fire.

#### **PHYSICAL DEMANDS:**

The Food Service Specialist is occasionally required to sit, stand, reach, lift, bend, kneel, stoop, climb, push and pull items weighing 25 - 30 pounds or less. The position requires manual skills especially in the use of the hands and manipulating objects; auditory and visual skills; and the ability to follow written and oral instructions and procedures.

**QUALIFICATIONS**

- 2 years of cafeteria experience (preferred)
- A high school diploma or equivalent
- ServSafe Certified

The City of Saint Gabriel considers all applicants without regard to race, color, national origin, religion or creed, gender, disability, marital status, familial status, age, sexual orientation and gender identity. All candidates are encouraged to apply. Interested candidates should submit their resume to:

City of Saint Gabriel  
City Clerk Office  
Human Resource Department  
[HRDepartment@stgabriel.us](mailto:HRDepartment@stgabriel.us)  
5035 Iberville Street - P.O. Box 597 - St. Gabriel, Louisiana 70776