



**POSITION OPENING**  
**ITINERANT NUTRITION SERVICES WORKER**  
**(Floater)**

The itinerant Nutrition Services Worker substitutes for absent staff and works at various sites in the District, dependent upon need. The person in this position prepares food, heats and serves pre-packed meals, and serves as cashier.

**ESSENTIAL FUNCTIONS**

1. Determine quantities, prepare, and/or heat food according to district specifications.
2. Set up for serving, serve, clean up, and wash trays and pans.
3. Order and receive food and supplies, and check invoices for accuracy.
4. Maintain healthy, sanitary working conditions. Participate in the cleaning of the kitchen and equipment.
5. Direct the storage and utilization of leftover ingredients and products.
6. Collect money and tickets; operate a computerized cashiering system.
7. Ensure that all monies are handled in a business-like manner and sent to the bank or the Nutrition Services Office.
8. Maintain accurate records pertaining to the lunch program.
9. Inventory food, supplies, and equipment.
10. Maintain regular attendance; adhere to board policy and the mutually bargained leave and attendance terms as stated in the collective bargaining agreement.
11. Perform other duties consistent with the scope and intent of the position.

**MINIMUM QUALIFICATIONS**

1. Ability and/or experience to satisfactorily perform all the above responsibilities; one year food service experience desirable.
2. Knowledge of general food and preparation methods.
3. Food Handler's permit.
4. Must be willing and able to move up to 40 lbs.
5. Ability to learn and operate computerized cashiering system.
6. Ability to work within a schedule and to work effectively under pressure.
7. Ability to communicate effectively in the English language.
8. Ability to understand and carry out written and oral instructions.
9. Ability to work independently with minimal supervision.
10. Demonstrated aptitude, experience, and interest in the work to be performed.
11. Ability to establish effective communication and working relationships with students, staff, co-workers, and the public.

## **EMPLOYMENT INFORMATION**

Benefits: Consistent with the AFT-Renton bargained agreement.

## **APPLICATION**

Interested candidates should apply online at [www.renton.wednet.edu/onlineapp](http://www.renton.wednet.edu/onlineapp). **All candidates should apply specifically for individual positions to ensure consideration for each opening in which you are interested.**

### **Out of district applicants**

In addition to the online application, out of district applicants are required to submit the following:

- 1) Appropriate insert located within the “insert” tab in the online application (classified insert f).
- 2) A current resume containing a summary of education and work experience.
- 3) At least two current letters of recommendation from employers and/or volunteer work.

### **In-district applicants**

In-district applicants should click on “district employee” within the online system and apply specifically for positions available. In addition, in-district applicants are required to submit the following:

- 1) Appropriate insert located within the “insert” tab in the online application (classified insert f).
- 2) A current resume containing a summary of education and work experience.
- 3) At least two current letters of recommendation from employers and/or volunteer work.

Our mailing address for supplemental application materials is the Renton School District Human Resources Dept., 300 SW 7<sup>th</sup> Street, Renton, WA 98057. Please call 425-204-2350 if you need assistance. For further information about the Renton School District, please visit our website at [www.rentonschools.us](http://www.rentonschools.us).

**Applicants selected for hire will be required to provide a social security card for payroll purposes prior to beginning employment.**

**Verification of identity and United States work authorization must be completed before employment commences. Successful Washington State Patrol check and FBI fingerprint report, in accordance with state law, is required for continued employment.**

The Renton School District No. 403 provides equal opportunities in education and employment and does not discriminate on the basis of race, honorably-discharged veteran or military status, religion, sexual orientation, color, national origin, sex, age, marital status, or disability. For

specific information contact ADA coordinator Rob Macgregor, Assistant Superintendent Instruction: Learning and Teaching (425) 204-2318, or Title IX coordinator, Paul Apostle, Assistant Superintendent, Human Resources (425) 204-2370.