



## **JOB DESCRIPTION**

<b>Position Title:</b>	<b>BREAKFAST FOOD SERVER</b>
<b>Reports to:</b>	Food Service Coordinator
<b>Evaluated by:</b>	Food Service Coordinator / Director of Finance
<b>Hours:</b>	10 hrs./week (7-9 AM, Monday through Friday–school days only)
<b>Salary:</b>	Hourly
<b>Position Category:</b>	Lunch Program
<b>Workspace:</b>	Roosevelt Park Campus–Kitchen

### **Qualifications Required:**

1. Friendly, outgoing personality who likes to work with a wide variety of children and adults.
2. Flexible, dependable, and able to meet service deadlines.
3. Physically able to lift 10 pounds repeatedly each day.
4. Ability to communicate positively and effectively with parents and staff.
5. Loyal and supportive of The Potter's House authority and mission statement.

### **Primary Job Responsibilities:**

1. Receive breakfast sacks from contractor.
2. Distribute breakfast sacks to students recording who receives breakfast.
3. Clean up serving area and kitchen.
4. Report to all concerns that parents or faculty may have regarding the program to the food service coordinator.

The above statements are intended to describe the general nature and level of work being performed by the person assigned to this position. They are not to be construed, as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.

To apply, please complete The Potter's House [General Employment Application](#) and submit it to Sandra Gardner at [sgardner@tphgr.org](mailto:sgardner@tphgr.org).

