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BBEDC/ City of Dillingham Seasonal Employee Senior Center Cook's Helper

Requirements:

- A resident of a BBEDC CDQ community
- Must be 18 years of age or older
- High School Diploma or GED
- Ability to stand for long periods of time
- Occasionally required to lift 50 lbs
- Prior kitchen experience
- Ability to learn safe food handling practices



Duties:

- Assist cook with food preparation and meal program
- Greet seniors each morning and assist when needed
- Package home-meals for delivery
- Help cook keep track of seniors that might need their food specially cut or served in manner that respects the senior's dignity
- Wash dishes and assist with daily cleaning of kitchen and dining area
- Assist cook with answering the phone and setting the tables
- Vacuum, sweep and mop the Senior Center weekly, or as needed
- Wash, dry, and fold kitchen laundry on Fridays
- Attend staff meetings as needed
- Maintain confidentiality in regard to client, staff, and Dillingham Senior Center matters
- Other duties as assigned

Compensation:

- \$11.47 per hour
- 30 hours per week
- September – December 31, 2020
- Up to 16 weeks of employment

BBEDC
*will be accepting
applications until
position is filled!*

***For an application or more information,
contact BBEDC at (800) 478-4370 or 842-4370***