



Job Description

Title: School Chef, temporary, part-time

Date: April 29, 2021

FLSA Classification: Non-Exempt

Reports To: Interim Head of Dining

Solebury School seeks a qualified Chef for an immediate, part-time opening. This is an hourly position. A qualified candidate will have demonstrated experience working in the food service industry. The position will start immediately and go through June 9, 2021, five to six days each week, including weekends. Shifts are generally four to five hours, starting at 9:00 a.m..

Essential Functions

- Prepare and serve food according to established recipes and procedures within regulatory guidelines
- Perform setup activities; i.e. assembling trays and carts, preparing condiments, assembling service lines, stocking utensils and napkins and retrieving stock
- Maintain organization, cleanliness, sanitation and safety standards in compliance with regulatory requirements
- Maintain a welcoming orientation towards students, parents and staff regarding dining hall offerings – alerting the Head of Dining of requests and issues
- Help with clean up after meal prep and service

Qualifications

- High school diploma or GED equivalent
- A minimum of two years experience in food service production
- Ability to work and be productive with minimal supervision
- Maintain ServSafe or comparable certification
- Ability to work with people at all levels of the organization – students, faculty, staff, parents, volunteers and visitors; must have a customer service orientation

Physical Requirements and Work Environment

- Occasionally lift equipment and materials weighing 50 pounds or more
- Crawl, climb ladders, twist, turn and reach in completing a variety of job duties
- Work outside in hot or cold conditions for extended periods of time
- Work in wide variety of environments as found in all areas of the school
- Work in the extreme temperature and humidity conditions found in a food service kitchen

Additional Requirements

- Submission to full battery of background testing per PA state law

Please submit resume and cover letter to Steve Feld, Director of Finance. Resumes will be accepted until the position is filled. Interviews will begin immediately. Submit via email to sfeld@solebury.org.

Since its founding in 1925, Solebury School has been a leader in progressive education. We are a coeducational boarding and day school serving more than 225 students in grades 9-12.

Solebury is an Equal Opportunity Employer.