



## CANTERBURY SCHOOL

### **Dining Attendant**

#### **Position Description**

#### **Summary**

Canterbury School, a college preparatory, coeducational boarding and day high school located in New Milford, CT, seeks a dynamic and experienced Dining Attendant to join its' Dining Services team.

The Dining Attendant will be an integral part of the Dining Services team, working primarily in the main dining hall. This role will interact with students, as well as faculty and staff, and requires a positive attitude and excellent communication and customer service skills.

#### **Responsibilities**

- Assists in preparing the food
- Serves meals to students and staff
- Performs some basic baking responsibilities
- Brews Coffee, fills beverage machines, sets up hot and cold beverage area
- Delivers when necessary food to staff, students and catering events
- Prepares and serves food according to menus
- Checks and stores incoming supplies
- Stores dishes, serving utensils, and misc. items
- Adheres to all food safety handling and sanitation procedures
- Must demonstrate excellent customer service skills
- Performs some prep work such as washing and cutting food items
- Carries pans, kettles and trays of food to other work stations
- Cleans work station
- Performs other duties as needed

#### **Position Requirements**

- Serve safe a plus
- Regular and consistent attendance with the ability to work a flexible schedule including extended hours, weekends and some holidays
- High school diploma or GED preferred
- Must be able to sit, stand, bend, lift, pull, stoop, walk and move frequently during working hours
- Must be able to lift 30 lbs. floor to waist, lift 10 lbs. waist to shoulder, lift and carry 30 lbs. and push and pull 40 lbs.

## **School Setting**

Canterbury School is a co-educational, boarding high school located in northwestern Connecticut, approximately one-hour northeast of New York City. The school is comprised of approximately 325 students (of whom 70% are boarding), possesses excellent facilities, and is committed to the continuing education of its faculty. Canterbury is a school of balanced, talented, and spirited students. Canterbury has completed several major capital projects in the past three years and is heading into a strategic plan that will continue this momentum. The campus and programs may be viewed at the School's website: [www.cbury.org](http://www.cbury.org).

## **How to Apply**

Interested candidates should provide a resume and cover letter to Shannon Greene at [sgreene@cbury.org](mailto:sgreene@cbury.org) or 101 Aspetuck Ave., New Milford, CT 06776.

*Canterbury School, in the treatment of employees and applicants for employment, is committed to a policy of equal employment opportunity and non-discrimination. To learn more about Canterbury's efforts to maintain a diverse and inclusive community, please visit our website at [www.cbury.org/about/dei](http://www.cbury.org/about/dei). Finally, Canterbury complies with all federal and state guidelines regarding Covid-19 prevention, including the Connecticut state mandate that all employees of k-12 schools be fully vaccinated against the Covid-19 virus. This mandate is subject to medical and religious exemptions.*