



POSITION POSTING SHORT ORDER GRILLE COOK

Open Immediately

OUR SCHOOL

The Governor's Academy, the oldest boarding school in New England, inspires and engages inquisitive students in ninth through twelfth grade. Our 456-acre campus is located thirty miles north of Boston and five miles south of Newburyport, a classic New England coastal town. Gova has approximately 400 students and 250 employees.

Gova faculty and staff are committed to creating and cultivating an intentionally diverse and inclusive community that allows students to learn from each other's unique backgrounds and experiences, discover their passions, use their unique voices, and achieve academic and co-curricular excellence. We welcome applications from candidates of all backgrounds.

Adults in our community are professionals who appreciate individuality, collaboration, and service to others—all so that we can go far together.

POSITION SUMMARY

Accurately and efficiently manage transactions using a variety of payment methods with customers. May be assigned to work in the school store (Bookstore) or snack bar (Grille) based on departmental needs.

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES

- Prepare menu items - Burgers, Chicken Fingers, Fries, Shakes, Smoothies as ordered by customers
- Prepares ingredients beforehand to ease the flow of food preparation during business hours
- Manage transactions with customers using cash registers
- Scan goods and ensure pricing is accurate
- Collect payments using a variety of payment methods
- Greet customers
- Maintain clean and tidy checkout areas
- Stock items in coolers and shelves as needed.
- Open the grille for special events/functions such as parents' weekend, sporting events, reunion weekend, and registration day(s) for the opening of school, etc.
- Balance the cash drawer at the end of the day.
- Provide backup coverage to the Bookstore as needed.

QUALIFICATIONS AND SKILLS REQUIRED FOR THE POSITION

- Prior experience with relevant tools and industrial cookware is required
- Required to wear issued uniform including non-slip shoes, hat, shirt, and vinyl gloves while handling food.
- High school diploma preferred.

- Prior experience with operating a computerized cash register is preferred but not required.
- Able to efficiently process cash and credit transactions.
- Excellent organizational, interpersonal, and communications skills.
- Must be a self-starter, capable of working with minimal supervision.
- Must be able to work collegially; must be committed to working in a diverse community and have the ability to communicate effectively with diverse populations; must enjoy working with young people in a boarding school environment.
- A demonstrated interest in social justice, equity, diversity, and inclusion work and is willing to participate in professional development related to justice, equity, diversity, and inclusion work.

HOURS

This is a part-time 9-month position during the academic year. Evenings and weekends are required.

SUPERVISION RECEIVED

Reports to the director of auxiliary services

PHYSICAL DEMANDS

- Must be physically and mentally capable of performing multiple tasks and able to function in a fast-paced environment.
- This position may require lifting, bending at times, and climbing stairs.

TO APPLY

To apply for the Short Order Grill Cook position, please click [here](#).

STATEMENT OF SCHOOL VALUES

As an educational community, the Academy has an administration, a faculty, and a student body committed to learning. We pursue this commitment in a dynamic environment that fosters lifelong intellectual independence, responsibility, teamwork, service, and respect for others. We are committed to creating and maintaining a diverse and inclusive community that is physically and emotionally healthy.

Applicants for employment are considered without regard to race, color, religion, sex, pregnancy or a condition related to pregnancy, sexual orientation, gender identity, national origin, ancestry, genetic information, age, physical or mental disability, status as a veteran or being a member of the Reserves or National Guard, military service, application for military service, or any other category protected under state or federal law. Please notify us if you wish to request a reasonable accommodation to complete this application, interview for the position, or otherwise participate in the hiring process. We will consider all such requests in accordance with applicable law.

