

BROWNSBURG COMMUNITY SCHOOL CORPORATION

N O T I C E O F V A C A N C Y

November 20, 2023

Position: Cafeteria Manager

Location: Eagle Elementary School

Qualifications:

- High school graduate or equivalent.
- Valid driver's license and working vehicle.
- Previous experience in Nutrition Services; in a supervisory role preferred.
- Working knowledge of food and supply ordering.
- Working knowledge of all aspects of quantity food management: production, sanitation, storing and serving.
- Working knowledge of applicable financial information and employee relations.
- Working knowledge of meal pattern requirements and proper record keeping procedures for claims for reimbursements and monthly edit checks.
- Working knowledge of school, state and federal nutrition programs and Board of Health regulations.
- Enjoys working with people. Strong oral and written communication skills to positively and effectively interact with students, parents, staff, and visitors.
- Self-motivated and efficient in daily job tasks.
- Highly organized and detail oriented.
- Proficiency in math and technology skills.

Starting Date: To be determined

Deadline to submit

Interest: 3 p.m. Friday, December 1, 2023

Contact:

Complete internal online application at: www.brownsburg.k12.in.us
(Click on Employment, Complete the Application)

Jordan Ryan, ext. 2092 or Victoria Tudor, ext. 2093

Equal Opportunity

Brownsburg Community School Corporation does not unlawfully discriminate on the basis of age, race, religion, national origin, gender, or disability in admission or access to, or treatment or employment in, its educational programs or activities. Inquiries may be referred to: Title IX Coordinator/Assistant Superintendent, BCSC 310 Stadium Drive, Brownsburg, IN 46112.