

**WHITESBORO CENTRAL SCHOOL DISTRICT
NOTICE OF ANTICIPATED VACANCY**

POSITION: Food Service Helper / Head of Kitchen

LOCATION: Harts Hill Elementary

LENGTH OF EMPLOYMENT: 10 Months

START DATE: September 2, 2025

SALARY: Salary commensurate with experience.

HOURS: 8:00 am – 2:15 pm

PRINCIPLE DUTIES: Basic knowledge of food preparation. General knowledge of sanitation procedures. Good health and able to work well with staff and students. Heavy lifting involved. Ability to learn and implement cash register procedures. Ability to follow written and oral directions. Must be able to fill in for any position in the kitchen within two months after hire. Regular work attendance required. Past performance on job must be satisfactory or above.

APPLY TO: Angela Aguiar
Director of Food Service
6000 Route 291
Marcy, NY 13403

DATE: July 2, 2025

Civil Service Applications

Non-instructional applicants can submit a Civil Service application by using the Oneida County Personnel Department's Online Application Portal.

Go to <https://oneida-portal.mycivilservice.com> to access the Online Application Portal.

Using the navigation menu at the top of the page, click on "Other Opportunities"

Find Whitesboro Central School in the list, and click "Apply."

Please contact Human Resources at 315-266-3319 with any questions or for more information.