Posting: 27-3-46
Posted: November 4, 2026

Dartmouth Public Schools
Dartmouth, Massachusetts

NOTICE OF POSITION VACANCY

DARTMOUTH MIDDLE SCHOOL

Position: Food Service Worker – 3.75 hours per day

Hours: Mon. thru Fri. - 9:45 a.m. - 1:30 p.m. (School Year)

Start Date: Immediately

Hourly Rate Scale: $17.21 through $18.94

Duties: Please refer to the Job Description attached hereto.

Salary Rates: As per contract

As per contract, the successful applicant shall be given a three month training and trial period.

Persons interested in this position should apply in writing by to:

Dr. June Saba-Maguire, Superintendent of Schools
Dartmouth Public Schools
8 Bush Street
Dartmouth, MA 02748

Or via email to Kate Genthner at kathleengenthner@dartmouthschools.org

This posting will remain active until the position is filled.

The Dartmouth Public Schools is an affirmative action employer, ensuring that its programs and facilities are accessible to the public. We do not discriminate on the basis of race, creed, color, age, sex, gender identity, national origin, disability, homelessness, sexual orientation, pregnancy or pregnancy related condition.

DARTMOUTH PUBLIC SCHOOLS
JOB DESCRIPTION
FOOD SERVICE WORKER

Job Goal: To ensure the smooth and efficient operation of the assigned schools for the School Nutrition Department.

ESSENTIAL DUTIES: *Other duties may be assigned*
Includes the following but not limited to:

- Performs efficiently and to the best of his/her ability the duties assigned in relation to the preparation of food, serving of food, cashiering and cleaning all areas of the kitchen, or other assigned duties in the time allotted.
- Logs in through AESOP to enter daily attendance and at the earliest possible time if unable to report to work.
- Follows all policies of the School Nutrition Department and instructions relating to safety measures, sanitation practices, personnel standards, cash handling, work techniques, and methods of performing duties.
- Assists with food preparation, including consistent portions of food, cleans kitchen equipment and work area, sets up serving counter, serves food on the line after receiving instructions related to serving portions. Follows standards to check the temperature of food and equipment. Follows meal pattern requirements in serving student meals.
- Washes dishes, trays, flatware, pots, etc.
- Unpacks supplies and assists with stocking and organizing dry storage shelves, refrigerator and freezer, properly rotating stock using the first in first out method.
- Ability to operate all kitchen equipment properly.
- Prepares the kitchen for the opening and closing of the school year.
- Performs any and all tasks assigned by a Supervisor or Lead.
- Reports to assigned school to substitute as needed or directed by the Cafeteria Supervisor or Lead.

EDUCATION/EXPERIENCE:
Any combination of experience and training that demonstrates the knowledge and experience to perform the work.

OTHER SKILLS AND ABILITIES:
Ability to work in a friendly manner with co-workers and students, to work independently, under pressure, and/or with frequent interruptions. Ability and skill to operate kitchen tools and equipment.

- Follows the direction of the Cafeteria Lead to complete work assignments and work schedule.
- Maintains flexibility in accepting work as assigned.
- Reports to work on time and in the proper designated attire.
- Other duties as assigned to ensure optimal program operation

PHYSICAL DEMANDS:

- Ability to perform work requiring sustained moderate physical effort, movement of objects weighing 40-60 pounds, operation of commercial school nutrition equipment, continuous standing and variations in temperature. (Special requirements such as lifting heavy objects and frequent climbing, twisting and turning.)

TRAINING:
Throughout the year, in order to meet the federal professional standards training requirements of 6 hours annually for cashier/helpers
In addition, all cafeteria staff is required to participate in mandatory training, prior to the opening of each new school year. Training will be scheduled during the last week of summer break, at the discretion of the Director of School Nutrition, based on the availability of trainers.

All hours for training will be paid for at the employee's regular rate of pay. Additional costs for training (fees and materials) will be the responsibility of the program.