

JOB ANNOUNCEMENT

February 27, 2020

**Grand County School District
264 South 400 East
Moab, Utah 84532**

Grand County School District is accepting applications for the following position:

**Food Service and CNP Supervisor
Full Time — With benefits**

JOB SUMMARY:

Under the direction of the Superintendent of Schools, oversees all aspects of the operation of the District's Child Nutrition Program (CNP), including administration, planning, directing, assessing, implementing, and evaluating the program in order to provide all students with a safe, healthy and nutritious meal.

ESSENTIAL FUNCTIONS:

Customer Service:

Partner with others in the school district and community for the development of a Child Nutrition Program that follows federal, state, and local guidelines. Establishes quality standards for the presentation and service of food. Implement a district-wide customer service that focuses on value and satisfaction.

Sanitation, Food and Employee Safety:

Establishes procedures to ensure that food is prepared and served in a sanitary and safe environment.

Develops employee safety regulations into all phases of the food service operation.

Establishes standards for receiving, storing, and inventorying all food and non-food supplies.

Provides training and technical assistance for school food service personnel.

Works with parents and physicians to accommodate children with special nutritional needs.

Ensures CNP compliance with all local, state, and federal laws and policies.

Financial Management and Record Keeping:

Implements efficient management techniques to ensure all financial records, and supporting documentation etc., are maintained in accordance with local, state, and federal laws and policies. Is responsible to prepare and file claims for meals served and reports deemed necessary by state agencies.

Responsible to accurately consider for approval free or reduced meal applications

Responsible to count and deposit all monies received from the meal programs.



Grand County School District is looking for exceptional educators! If you would like to begin your adventure in one of the most sought after outdoor destinations in the world, then consider the only Utah destination where you can experience two of The Mighty 5® National Parks from one convenient location.

Food Production:

Develops menus which conform to USDA regulations using Nutrikids or other software necessary and determined by the district.

Develops procedures to ensure the food production system provides safe, nutritious food of high quality.

Ensures operational procedures for efficient and effective food production and distribution.

Develops changes based on new research information determined for a healthier program.

Personnel Management:

Implement personnel policies according to local, state and federal regulations and laws.

Develops methods for hiring and training of CNP personnel.

Performs and directs with an overall nature that is committed to the goals and visions of the School District.

Performs and directs appropriate communication skills with the customers served.

Conforms to District policy regarding attendance and absences. Employee attendance must be adequate to perform the above listed essential functions.

MARGINAL FUNCTIONS:

Performs other job duties as required.

PHYSICAL REQUIREMENTS

Not limited to the following:

Physical ability to perform the above listed essential functions with or without reasonable accommodation.

Physical, mental, and emotional requirements will be developed when needed for purposes of reasonable accommodation.

Required Knowledge, Skills & Abilities Necessary to Performance of Essential Functions:

Have a working knowledge of various nutrition standards, specialized menu development and procedures associated with meal preparation.

Possess a food handlers permit or license.

Computer skills and ability to learn new software.

Possess valid Utah driver's license.

Desirable Knowledge & Abilities:

Have one or more years of experience in institutional, restaurant or school kitchen environment.

Ability to establish and maintain effective working relationships with co-workers, school staff and students.

Knowledge of various types of kitchen equipment and their uses; safety standards, sanitation, and health standards; food borne diseases.

Ability to determine the size of servings to meet the necessary requirements with regard to the ages of those served; store and cares for food in accordance with health guidelines; prepare food according to planned menu, uniform recipes, and determine the quality of product served; and assist children as necessary.

To apply: Applications available online at www.grandschools.org/apps/jobs or by contacting Ashley Bunton at the Grand County School District by email at buntona@grandschools.org or by calling 435-259-5317.

Deadline: Open until filled.

**Our mission is to put
each child first every
day.**