

LOPEZ ISLAND SCHOOL DISTRICT NO. 144

86 School Rd., Lopez Island, WA 98261 360.468.2202/Fax 360.468.2212

POSITION ANNOUNCEMENT

Lopez Island School District  
Substitute Cook/Dishwasher

**POSTING:** 11/12-09

**Announcement Date:** 10/12/11 **Applications Due by:** Open until filled  
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**Responsible to:** Superintendent

**Description of Position:** This position is for a Substitute Cook/Dishwasher and hours may vary. As Assistant Cook/Dishwasher this person will be under the direct supervision of the Head Cook. The Substitute Cook/Dishwasher will support all activities of the kitchen and the food services department and follows the lead of the Head Cook in performing all phases of food and preparation, serving, and clean-up, as well as maintaining a clean and sanitary kitchen.

**Minimum Competencies Required:**

- Ability to perform duties as described in the job description.
- Basic math, reading and writing skills.
- Demonstrated positive communication skills, both written and oral, with a variety of audiences of all ages.
- Ability to be a positive role model and supervisor of high school students and adult kitchen workers.
- Ability to work as a member of a team.
- Positive record of good work, attendance and punctuality.
- Current food handler permits and other required certification and/or licensing.
- Demonstrated record of personal safety and ability to promote safety in the work place, including abstinence from the influence from alcohol and other illicit substances, while on the job.
- High School graduation or beyond.
- Ability to lift kitchen related objects and foods, up to approximately 50 pounds.
- Knowledge of all phases of institutional food service and knowledge and skills specific to school food service desired.
- Ability to be a positive reflection of the school district, and to promote the safety, health, and well-being of its students, staff, and patrons.

**Application Procedures:**

Current employees should submit a detailed letter indicating interest in the position; include the position's title, why you are applying for this position, and how you meet the requirements. Current employees do not need to submit the information listed below.

Applicants must submit the following information to the Human Resources Office:

1. Letter of application indicating interest
2. Completed district application
3. Complete resume of personal history, education, experience and references

Applicants will be screened and candidates selected for interviews based upon preparation, experience and references.

Apply to: Christina Krantz, Human Resources Officer  
Lopez Island School District  
86 School Rd  
Lopez Island, WA 98261 Phone: 360.468.2202 ext. 2300  
FAX: 360.468.2212  
[www.lopezislandschool.org](http://www.lopezislandschool.org)

Immigration Reform and Control Act Requirement: The recommended applicant, if not a current employee will be required to complete an INS 1-9 form and must provide proof of employment eligibility.

Disclosure Statement and Background Check: Pursuant to chapter 43.43, Washington Laws of 1990, the recommended applicant will be required to complete a disclosure form indicating whether he or she has been convicted of crimes against persons listed in the law In addition, a background check, based on fingerprints and at employee expense, will be requested from the FBI and Washington State Patrol Employment status is contingent on verification o background check clearances.

Job Sharing: Pursuant to Chapter 206, laws of 1989, the District will accept applications from individuals wishing to share a position.

Nondiscrimination: The Lopez Island School Dist. #144 is an Affirmative Action Equal Opportunity Employer. Lopez Island School District 144 complies with all federal and state rules and regulations and does not discriminate on the basis of race, creed, color, national origin, gender, age, sexual orientation including gender expression or identity, marital status, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or the use of trained dog guide or service animal by a person with a disability, or qualified individuals with disabilities. Applications from all groups are encouraged This holds true for all students who are interested in participating in educational programs and/or extracurricular school activities. Inquires regarding compliance and/or grievance procedures may be directed to the school district's title IX/RCW 28A.640 Officer and/or Section 504/ADA coordinator, 86 School Rd., Lopez Island, WA 98261, 360.468.2202.