

# Byron Area Schools

312 West Maple Street  
Byron, MI 48418

## **INTERNAL & EXTERNAL NOTIFICATION OF POSITION OPENING**

January 10, 2022

- I. Job Title: Kitchen Assistant (5 Hours per day)
- II. Starting Date: To be determined
- III. Location of Employment: Byron High School  
312 W. Maple Street  
Byron, MI 48418
- IV. Preferred Job Qualifications:
- A. High school diploma or equivalent required
  - B. Patient and enjoys working with students of all ages
  - C. Organized and self-directed and able to prioritize the day
  - D. Basic math and computer skills
  - E. Respect the rights and privacy of all students and staff
  - F. Ability to adapt to fast pace and changes
  - G. Must be able to work flexible hours
  - H. Excellent communication skills
- V. Physical Demands
- A. Frequent walking, bending, reaching, stooping, kneeling crouching, and continual standing required
  - B. Lift up to 45 pounds including milk crates, frozen foods, canned foods, etc.
- VI. Job Description:
- A. Preparation, cooking, and serving of food daily and for special events
  - B. Washing dishes, set up, and cleaning of kitchen and related areas
  - C. Keep accurate inventory, order and put away groceries and supplies
  - D. Help where needed, re-stock, cashier, and other Food Service responsibilities
  - E. Be willing to rotate jobs when necessary
  - F. Help monitor school lunches when necessary
  - G. Attend relevant training sessions and meetings as required by the Food Service Director
- VII. Salary: Per AFSCME contract
- VIII. Submit application to:

Laurie Stohlin-King,  
Food Service Director  
Byron Area Schools  
312 W. Maple Avenue  
Byron, MI 48418

### **NOTICE OF NONDISCRIMINATION POLICY**

*The U.S. Department of Agriculture prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.)*

*If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov).*

*Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish). USDA is an equal opportunity provider and employer.*