



**Rocky Mountain SER is looking for caring, nurturing, responsible, and loving individuals to work with our children!**

*Why choose Rocky Mountain SER?*

- *The opportunity to make a difference!*
- *Industry leading benefit package for employees!*
- *Training and continuous learning and development opportunities for staff!*
  - *Children Learn, Play, and Grow with us!*
- *Potential for tuition and credential financial assistance!*
  - *We provide **Education for the Future!***



We are seeking a **Cook Aide / Food Driver(s)** for a head start program in **Denver, CO**. This position is a regular **full-time, school-year** position. This position is a recurring seasonal position.

**DUTIES AND RESPONSIBILITIES:**

- Responsible for assisting in the day to day food service operations for their assigned center(s).
- Responsible for assisting the Cook I and Cook II staff with meals and snacks.
  - May transport food and deliver meals to centers that are not equipped with a full kitchen.
  - Logs and tracks mileage for vehicle used to transport meals.
  - Maintains cleanliness of company vehicle
- Responsible for maintaining a clean and sanitary kitchen that meets health and safety standards.
- Assists in the up-keep of all kitchen equipment.
- Responsible for obtaining all food and non-food items orders from center kitchens and ordering the same for the necessary weekly food service preparation.
- Reviews menu production records on a weekly basis.
- Maintains binder with food labels (ingredients).

- Assists in the preparation and delivery of meals that are nutritious, eye appealing and palatable to children.
- Responsible for maintaining an on-going inventory of equipment for kitchen.
- Ability to work directly with children, families and teaching staff regarding food preparation and nutritious needs through in-service, workshops, trainings, and handouts.
- Attends meetings and/or trainings as required.
- May be required to assist Cook II with staff, parent and children's nutritional education.

### **EXPERIENCE and SKILL REQUIREMENTS**

- Previous commercial kitchen experience preferred.
- Experience in food and meal preparation in quantity.
- Ability to communicate effectively (written and verbal).
- A minimum of basic computer skills required (ability to use email daily, create documents, use computers to track information and record time worked, etc.)
- Must be able to communicate in English (speak, read and write).
- Ability to read, understand and apply Head Start and State/Federal nutrition and safety regulations.
- If operating a vehicle, you must have a valid driver's license and current State of Colorado mandated insurance on the vehicle.
- Must have a clean DMV record and provide a current Motor Vehicle Record (MVR).
- Must feel comfortable driving in adverse conditions at times.
- Ability to maintain a timely route in a safe manner.

### **PHYSICAL REQUIREMENTS**

- Must be able to lift up to 20 – 30 lbs.
- Must be able to stoop, kneel, stand, and walk for extended periods of time.
- May be exposed to heat and cold while outside driving and delivering food.

### **EDUCATION**

- High School Diploma or equivalent required.
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Typical Schedule: 6:30/7:00am – 3:30/4:00pm, Monday - Friday

FLSA Status: non-exempt

**To join our team, please send resume and cover letter to  
[resumes@rmser.org](mailto:resumes@rmser.org)**



RMSER is an Equal Opportunity Employer

