

**Notice of Position Opening
Cerro Gordo CUSD #100**

Job Title: Head Cook

Job Description: Cerro Gordo CUSD # 100 is seeking highly qualified applicants for the position of Head Cook. Job responsibilities will include the following:

- Oversight of the district's two cafeterias
- Supervision of all cafeteria staff
- Maintain proper sanitation and safe preparation and handling of food
- Ordering of all cafeteria food and supplies
- Create menus that meet National School Lunch Program requirements
- Monitor and manage government commodities allocations
- Complete daily and monthly reports as required
- Monitor expenses and revenues to strive for a balanced budget
- Other duties as assigned by the Superintendent

Qualifications: HS diploma required, an excellent work history including three years experience in school food service preferred. Possess or obtain Food Safety Manager's license.

Salary/Benefits: Compensation based upon experience. Benefits include health insurance and participation in the Illinois Municipal Retirement Fund.

Job Posted: 5/31/2022

Application Deadline: Open until filled.

To Apply: Send letter of application, resume and three references via email to:
brobinson@cgbroncos.org

or by mail to:

Cerro Gordo CUSD #100
Brett Robinson, Superintendent
PO Box 79
Cerro Gordo, IL 61818-0079