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## CATTARAUGUS COUNTY CIVIL SERVICE

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303 Court Street \* Little Valley, NY 14755 \* (716) 938-2281 \* FAX (716)938-2759

Julie J. Carr, Personnel Officer

### **Food Service Manager, Provisional**

The Cattaraugus County Department of the Aging has an immediate opening for a provisional full time Food Service Manager. The position is based out of The Pines Healthcare and Rehabilitation Center in Machias, NY. Work involves directing activities related to the food service operation serving the residents of The Pines, as well as the countywide home delivered meal program. Work activities include planning, preparation, and distribution of meals; ordering food, beverages, equipment and supplies; management and supervision of staff; and ensuring compliance with state and local health and safety standards and regulations. The Food Service Manager reports directly to the Nutrition Program Director.

Interested applicants must have one of the following qualifications, either:

- A. Graduation from a regionally accredited or NYS registered 4-year college or university with a bachelor's degree in food and nutrition, food service, nutrition management, or a closely related field and one year of full-time supervisory level experience in large scale preparation and serving of food; or
- B. Graduation from a regionally accredited or NYS registered 2-year college with an associate's degree in food and nutrition, food service, nutrition management, or a closely related field and two years of full time supervisory level experience in large scale preparation and serving of food; or
- C. Graduation from high school or possession of a high school equivalency diploma and five years of full time experience in the large scale preparation and serving of food, three of which shall have been in a supervisory level position.

**Permanent appointment requires successful competition and placement thru the Civil Service examination process.**

All employees of Cattaraugus County are eligible to join the New York State and Local Retirement system. Permanent, full time employees have access to a rich Health Insurance plan with Dental and Vision, Teledoc access, tuition reimbursement, and paid time off.

Applications will be accepted up to September 9, 2019; you can apply online, or paper applications may be obtained from the Cattaraugus County Civil Service website at <https://www.cattco.org/human-resources/exam-job-app>. Completed paper applications should be mailed to Cattaraugus County Human Resources, 303 Court Street, Little Valley, NY 14755 and should be received no later than September 9, 2019.