



# CITY OF SELDOVIA

P.O. DRAWER B \* SELDOVIA, ALASKA 99663

Phone: (907) 234-7643 Fax: (907) 234-7430

cityclerk@cityofseldovia.com

## POSITION OPEN City of Seldovia Senior Meals Program

**Job Title:** Assistant Cook/Alternate Cook  
**Reports to:** Food Manager/Head Cook  
**Part-time:** 12 hours per week, 15-20 hours per week for Alternate Cook  
**Pay:** \$13.65 per hour, DOE for Alternate Cook

The City of Seldovia currently has an opening for an Assistant Cook/Alternate Cook to provide congregate meals for the Seldovia Senior Meals Program.

### Position Duties and Responsibilities:

- Assist the head cook with menu and meal preparation
- Alternate as the head cook monthly
- Maintain daily records and reports
- Order supplies as necessary

### Required Qualifications:

- Some computer skills
- Valid driver's license
- Alaska Food Worker Card or the ability to attain a Food Worker Card within 90 days of start date

### Physical Requirements:

- Requires standing for various periods of time, mixed with bending and reaching
- Ability to lift 40lbs

NOW ACCEPTING APPLICATIONS FOR THIS POSITION  
APPLICATION FORMS ARE AVAILABLE AT THE CITY OFFICE OR

[WWW.CITYOFSELDOVIA.COM](http://WWW.CITYOFSELDOVIA.COM)

\*OPEN UNTIL FILLED\*

\*The City of Seldovia is an Equal Opportunity Employer. We do not discriminate on the basis of race, religion, national origin, color, sex, age, veteran status, or disability. It is our intention that all qualified applications be given equal opportunity and that selection decisions are based on job related factors.