

Vacancy Notice



Notice of anticipated vacancy within the Onondaga-Cortland-Madison BOCES

Position: *School Lunch Manager (12-month position)*

Division: Management Services / School Food Services Management

Location: Various schools in Onondaga and Cortland counties

Duties: Plans and supervises the preparation and serving of lunches; plans and prepares menus, orders food, maintains standards for sanitation, health and safety, supervises and evaluates cook managers and other lunch personnel, maintains inventories and related records, and is responsible for completing relevant federal, state, and local reports. Provides the above services for multiple districts and works under the general supervision of the Central Food Service Director.

Qualifications: *Promotional:* Two (2) years of permanent non-competitive class status in the title of Cook-Manager. *Open Competitive:* A. Graduation from a regionally accredited college or university with a baccalaureate degree in food service or a closely related field and one (1) year of supervisory work experience in large scale food preparation, or B. Graduation from a regionally accredited college or university with an associates degree in food service or a closely related field and three (3) years of work experience in large scale food preparation consisting of a variety of changing menus, one (1) year of which must have been in a supervisory capacity; or C. Graduation from a post secondary vocational institute with a certificate in large scale food preparation and at least four (4) years of work experience in large scale food preparation consisting of a variety of changing menus, one (1) year of which must have been in a supervisory capacity; or D. Five (5) years of work experience in large scale food preparation consisting of a variety of changing menus, one (1) year of which must have been in a supervisory, capacity.

This is a competitive class civil service position. Candidates must be reachable on the existing eligibility list. If there is no mandated list, candidates will be considered for provisional appointment. Continued employment will be contingent on successfully passing the required examination and being reachable on the **School Lunch Manager List**.

Salary: To be determined

Starting Date: On or about July 15, 2024

Closing Date: Two (2) weeks from date Notice posted

To apply, send letter of interest and resume to:

Personnel/Recruitment Office
Onondaga-Cortland-Madison BOCES
PO Box 4754
Syracuse, NY 13221
Fax: (315) 433-2650
recruitment@ocmboces.org
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