Public Employees Local 71 (LTC)
REQUEST FOR REFERRAL

DEPARTMENT/DIVISION: 20/ Institutions	PCN: 20-8817
JOB CLASS/TITLE: **Food Service Lead**	WHEN POSITION IS NEEDED: **ASAP**
WAGE GRADE: 56	PAY WAGE: **$ 20.88+DOE (steps)** **Benefits include Medical, Dental, Vision, Retirement, Paid Leave and Holidays.**
CITY LOCATION: Palmer	
CONTACT: Tracy Smith	**PHONE NUMBER: 907-276-7211 Ext 3** **FAX NUMBER:907-279-7171** **EMAIL ADDRESS: tracy@local71.com**
PRE-EMPLOYMENT BACKGROUND ☒ YES / ☐ NO TYPE: Criminal	COMMENTS: The position is currently vacant. Applicant must be free of felony convictions or serious misdemeanors within the last ten years, and not have engaged in prohibited activities involving controlled substances.

JOB DESCRIPTION:

Under the general supervision of the Administrative Officer, work with and monitor a prisoner work crew who will prepare and serve meals for approximately 100 prisoners three times daily at the Mat-Su Pretrial Facility in a safe, efficient, and timely manner.

SPECIAL REQUIREMENTS

OSHA food service regulations. Alaska State Department of Health guidelines and regulation. Food Service Worker certification.

Valid Alaska Driver License. As well as the ability to get forklift certified in the first 2 months. (DOC provided)

THIS POSITION REQUIRES THE INCUMBENT TO OPERATE

Personal computer, Microsoft Word, Outlook, Excel, Access, fax, phone, printer, calculator, scanner, and radio. Hobart 60-quart mixer, power washer, buffalo chopper, industrial dishwashers, industrial steamers, industrial ovens, large chopper, skillets, kettles, bakers oven, sliding cooler doors, walk in freezers. All used Daily. As well as a state truck and a forklift.

TYPE OF POSITION

☒	Permanent Full-Time	☐	Permanent Full-Time Seasonal
☐	Permanent Part-Time	☐	Permanent Part-Time Seasonal
☐	Non-Perm Full-Time	☐	Non-Perm Part-Time
☐	Non-Perm Part-time Sporadic	☐	Seasonal