

Public Employees Local 71 (LTC)

REQUEST FOR REFERRAL

DEPARTMENT/DIVISION: Corrections/Institutions	PCN: 20-5537
JOB CLASS/TITLE: FOOD SERVICE JOURNEY	WHEN POSITION IS NEEDED: ASAP
WAGE GRADE: 57	PAY WAGE: \$ 19.24 + DOE (steps)
CITY LOCATION: Wasilla/Point Mackenzie	
CONTACT: Tracy Smith	PHONE NUMBER: 907-276-7211 Ext 3 FAX NUMBER: 907-279-7171 EMAIL ADDRESS: tracy@local71.com
PRE-EMPLOYMENT BACKGROUND <input checked="" type="checkbox"/> YES / <input type="checkbox"/> NO TYPE: Criminal	

JOB DESCRIPTION:

Under the general supervision of the Food Service Foreman, work with and monitor a prisoner work crew who will prepare and serve meals for approximately 1500 prisoners three times daily at the Goose Creek Correctional Center (GCCC) 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 if required to drive.

THIS POSITION REQUIRES THE INCUMBENT TO OPERATE

Personnel computer, Outlook, Access, Excel, MS Word, scanner, fax, phone. (All used daily)

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, fork lift. (All used daily)

Department of Corrections Policy and Procedure, Standard Operating Procedures and Post Orders, Department of Environmental Conservation Food Service regulations, DOC Code of Ethics and Professional Conduct. OSHA regulations.

All guidelines and references to be followed on a daily basis.

Incumbent works with prisoners designated as medium security on a daily basis. Incumbent interacts with security staff and other Goose Creek employees on a daily basis. Incumbent speaks with vendors by phone or through email on a weekly basis.

Effective communication skills, writing skills, mathematical skills are required.

TYPE OF POSITION

<input checked="" type="checkbox"/>	Permanent Full-Time	<input type="checkbox"/>	Permanent Full-Time Seasonal
<input type="checkbox"/>	Permanent Part-Time	<input type="checkbox"/>	Permanent Part-Time Seasonal
<input type="checkbox"/>	Non-Perm Full-Time	<input type="checkbox"/>	Non-Perm Part-Time
<input type="checkbox"/>	Non-Perm Part-time Sporadic	<input type="checkbox"/>	Seasonal