



POSITION AVAILABLE

Kitchen Helper

Job Title: Kitchen Helper

Purpose of Position:

To assist with serving of nutritious meals during scheduled serving times at the Aliveness Project, a community center that provides services for people living with HIV/AIDS. Assist with clean up and maintenance of kitchen, dining room and bathroom facilities.

Responsibilities:

- A. Assist with meal preparation, serving and clean up in kitchen areas.
- B. Assist with preparation, maintenance and clean up of salad bar.
- C. Proper maintenance of kitchen, equipment, storeroom, and dining areas according to rules of the Minnesota Health Department codes and basic safety guidelines.
- D. Assist with daily cleaning of dining room tables and other surfaces, sweeping and mopping of dining room floor areas, and kitchen work areas.
- E. Assist with removal of trash and recycling.
- F. Assist with cleaning of restrooms.
- G. Ability to lift 50 pounds and to remain on feet for long periods of time.
- H. Strong communication skills. Ability to work with all levels of staff, members, volunteers and outside organizations.
- I. Provide and maintain an open, warm and welcoming environment to all members in the dining room areas.
- J. Ability to complete job tasks as required.
- K. A knowledge of and sensitivity to HIV/AIDS and related issues.
- L. Performs other responsibilities as required or assigned.

Reports to: Director of Food Services

Education and Experience Required: Prefer previous training and experience in food service, food handling or related field.

Hours: 15 hours per week: Wed.-Friday from 10 a.m. to 3:00 p.m. This job may occasionally include other shifts.

Salary/Benefits: \$8.50-\$9.00/hour, depending on previous experience. This is a part-time position. No benefits are offered with this position.

No telephone or e-mail inquiries, please.

To apply, please submit resume with cover letter or completed job application by 3:00 p.m. on Wednesday, September 14 (position open until filled) to:

The Aliveness Project, 730 East 38th Street, Minneapolis, MN 55407
PH: 612-822-7946 FAX: 612-822-9668 www.aliveness.org