



Atlanta Community Schools
10500 County Road 489
Atlanta, MI 49709
989-785-4877

NOTICE OF VACANCY

Internal Posting

Sub Kitchen Worker

Summary	Are you passionate about making a difference in the lives of the students while immersing yourself in a close-knit community, nestled in the Elk Capital of Michigan. Look no further! Atlanta Community Schools is seeking dedicated educators and staff to join our family in beautiful Northern Michigan.
Qualification Requirements	• High school diploma or equivalent • Previous kitchen/food handling experience preferred, but not required • Ability to work independently and follow instructions • Strong attention to detail and commitment to cleanliness and safety • Must pass a background check and fingerprinting in accordance with school policy • Ability to lift up to 50 lbs and perform physical tasks associated with kitchen duties
Essential Duties and Responsibilities	• Food Prep & Service: Assisting the head cook in preparing, portioning, and serving breakfast and lunch meals according to standardized recipes and USDA guidelines. • Sanitation: Cleaning and sanitizing kitchen equipment, workstations, and dining tables. Operating dishwashers, sweeping, mopping floors, and taking out the trash. • Stocking: Receiving food deliveries, verifying orders, and restocking the serving line, milk coolers, and storage areas. • Safety & Compliance: Adhering to strict food safety standards, wearing proper personal protective equipment, and maintaining confidentiality regarding student information.
Availability	• Immediately
Deadline	• Until Filled
Method of Application	Interested applicants should submit a resume and letter of interest to: Superintendent's Office Attention: Tawny Hisscock Atlanta Community Schools 10500 County Road 489 Atlanta, MI 49709 Phone: (989) 785-4877 Email: jreeves@atlantaschools.us
Notice of Nondiscrimination	Atlanta Community Schools does not discriminate on the basis of race, color, national origin, sex, age, religion, height, weight, marital status or disability in its programs and activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Tawny Hisscock, Atlanta Community Schools, 10500 County road 489, Atlanta, MI 49709