



Title: Calvin Kitchen Team Member
Reports to: Kitchen Manager, Chef Jacky Donaldson
FLSA Status: Hourly, part-time
Date Created: 2023
Parameters of Employment: Part-time, for the 2023-2024 school year, starting August 1, 2023.
Employment Status: Hourly non-exempt

Position Overview:

We are looking for a motivated person to join our team to serve as a part-time Calvin Kitchen Team Member to serve the students and staff nutritious and attractive meals in an atmosphere of efficiency, cleanliness and warmth while helping to advance the mission and vision of Calvin Christian School.

To begin the application process, please complete the following steps as soon as possible; the position will be posted and open until filled:

1. On-line [General Employment Application](#),
2. E-mail the following **required documentation** to hr@calvinchristian.school :
 - a. Cover Letter
 - b. Résumé
 - c. A letter of recommendation from a pastor who knows your Christian faith well and at least one from a trusted authority who could attest to your work.

Pay Range: \$15.95/hr - \$17.03/hr

Essential Job Requirements:

Required Qualifications:

- Have a personal relationship with Jesus Christ.
- Be willing to submit to and honor the standards outlined in the Employee Handbook and/or the Code of Conduct.
- Faithfully attend and financially support a local church whose beliefs are in agreement with the school.
- Since the position is physically demanding, the person serving must possess significant strength and physical ability to perform all duties as assigned
- A positive self-starter with the ability to maintain a high energy level while doing various tasks. Must possess a positive attitude with the ability to work as a team member to accomplish needed tasks.
- Must be authorized to work in the U.S.
- Desire to live and work in [North County San Diego, CA](#)

Preferred Qualifications:

- Work experience that shows the skills necessary to accomplish all of the required job functions.
- Excellent work and personal references regarding the employee's dependability and ability to get along well with others.
- Christ-centered service experiences.

General Calvin Kitchen Team Member Job Description

- Understand and carry out oral and written instructions.
- Keep and maintain accurate records
- Pack and deliver food boxes, beverages, and pizza bags to elementary school
- Clean and maintain dishes, clean surfaces and workspaces, including the floor
- Reconcile inventory of supplies needed for service
- Assist with food preparation as needed
- Responsible for the removal of trash in the kitchen and elementary service area.
- Assist with co-curricular school events being catered by kitchen staff
- Monitor milk refrigerator temperature

- Distribute food each day to students and teachers who have preordered.

Physical Demands:

The working conditions and physical demands of this position will be those that must be met to successfully perform the essential duties of the position. Reasonable accommodations may be made to enable individuals with disabilities to perform essential duties. The physical environment the incumbent will work in is typically a school environment with moderate noise levels that would be expected in that type of work environment.

Additional physical demands include:

- Lift and carry at least 25 lbs or more.
- Lifting overhead is required daily
- Must be able to push a cart bearing a 20 to 30 lb load
- Must be able to reach down to receive items weighing 25 lbs. from low shelves
- Must be able to reach to receive items weighing 25 lbs. on high shelves.
- The individual must be able to work with children at their eye level

Required Documents and Certifications for Employment:

- Appropriate food handler permit (may be obtained through Calvin upon employment)
- Complete application documents (see above)
- Must be in good standing with the law as well as current and/or past schools/organizations
- Valid, negative TB test result (4 years)
- LiveScan (fingerprinting); FBI and DOJ clearance to work in an educational setting

Compensation

In the spirit of pay transparency, the starting base pay range for this position is \$15.95-\$17.03 hourly. Please remember that this range is the base pay only and does not consider other components that may make up the

total rewards package for the position. If you are hired at Calvin Christian School, your overall compensation will be determined based on factors such as skills, education, and/or experience, which may result in total compensation outside of this range.



*“Inviting students to be formed by God’s Love in Christ,
for a life of wonder, worship, work and wisdom.”*

(760) 489-6430 | www.calvinchristian.school | hr@calvinchristian.school