

Pittsburg High School
Child Nutrition
Student Worker Information

DESCRIPTION OF POSITION:

- Assisting in the preparation and serving of food in the Pittsburg High School cafeteria.
- Serving students and staff
- Assist with cleaning and preparing food
- Exciting customer service environment
- Assist with arranging food and trays for serving
- Assist with kitchen related duties - issue and maintain lunch cards and simple records

SHIFTS YOU CAN WORK:

- Breakfast and/or Lunch shifts are available.
- Breakfast shift times are between 6:00am - 8:15am (you may work all or part of those times).
- Lunch shift times are MTThF 12:44pm – 1:24pm and W 12:08pm – 12:48pm.
- Flexible Monday - Friday schedules available.

MINIMUM REQUIREMENTS:

- Must be Sophomore, Junior, or Senior AND at least 16 years old at Pittsburg High School.
- Must have a GPA of 2.00 or higher.
- Must have good attendance and behavior.
- Must have a Social Security card.
- Must adhere to the dress code: closed-toed shoes, no acrylic nails, and no jewelry. You will be required to wear a hairnet, gloves, and apron that will be provided to you.
- Work efficiently during rush conditions.
- Understand and carry out oral and written instructions.
- Maintain cooperative relationships with those contacted in the course of work.

QUALITIES REQUIRED:

- Customer service oriented
- Dependable
- Adaptable to change
- Integrity
- Work quickly
- Positive attitude

PAY RATE/BONUS:

- Pay rate is \$15/hour
- Bonus: Free meal on the shifts you work

Complete the attached application and turn it into Andrea Keeler in Child Nutrition
at akeeler@pittsburgusd.net, or deliver/mail the application to Ms. Keeler at:
3200 Loveridge Road, Pittsburg, CA 94565



PITTSBURG UNIFIED SCHOOL DISTRICT

Employment Application Child Nutrition Student Assistant

Come join our team!

Please complete all items listed on this form, sign and date the form, and either 1.) Email it to Andrea Keeler at Akeeler@pittsburgusd.net, OR 2.) Print it out and take it to the *Child Nutrition Office at 3200 Loveridge Rd, Pittsburg.* For assistance with completing this application, contact Sherene Sasser at ssasser@pittsburgusd.net or 925-473-2319.

STUDENT INFORMATION (Please write legibly):

Last Name (as it appears on your student ID card):		First Name:		Student ID#:	
Street Address:				City/State/Zip Code:	
Home Phone Number:			Student Cell Phone Number:		
Student Email Address:					
About the job: <ul style="list-style-type: none"> Duties: Assist Child Nutrition Staff with meal service (see Description of Position for more details.) Requirements: You must be a Sophomore, Junior, or Senior <u>and</u> at least 16 years old. Must have a 2.00 GPA or higher. <ul style="list-style-type: none"> Must adhere to the dress code: close-toed shoes, no acrylic nails, and no large jewelry. You will be required to wear a hairnet, gloves, and apron that will be provided to you. Work Hours: Breakfast and/or Lunch shifts: Breakfast shift is between 6:00am - 8:15am (you may work all or part of those times). Lunch shift times are MTRF 12:44pm – 1:24pm and W 12:08 – 12:48. Pay: \$15 per hour. Bonus: Free meal on the shifts you work. 					
Process:					
Next Steps:			If You're Hired Next Steps:		
1	Applications will be reviewed.		6	Human Resources will email you an electronic packet containing instructions and links to all the forms you will need to complete.	
2	You will be notified of interview status (whether or not you are eligible for an interview).			For assistance with these forms call 925-473-2335.	
3	Interviews will be held.		7	You will be contacted by the Child Nutrition department to set up your work schedule.	
4	You will be notified of a job offer or no job offer.		8	You will go through some training, then begin working!	
5	If hired, you'll need to complete steps 6 – 8.		CONGRATULATIONS!!!!		
Work Permit Form and Information: https://www.pittsburg.k12.ca.us/Page/10708					

REFERENCES

Please list two references who have first-hand knowledge of you and/or your work / activities (Teacher, Counselor, Youth Leader, others).

Name	Relationship to You	Telephone #

I hereby certify that all statements made in this application are true and correct to the best of my knowledge. Omissions, misrepresentations, or falsification of information on this application will result in the rejection of the applicant or termination of employment. I hereby authorize all previous employers and listed references to give any and all information regarding my employment, plus any other information from personal knowledge or records. I release from all liability persons and organizations reporting information required by this application.

Student Signature

Date

EQUAL OPPORTUNITY EMPLOYER