

Kitchen Custodian



Job Description

Bugbee Senior Center is a local nonprofit community center offering services and programs for older adults in the Hartford, Vermont area. Our mission is to help older adults live active and independent lives. We offer services to help seniors age well – however they choose to do so. Programs include Meals on Wheels, social lunches, workshops, classes, fitness programs, and social services. We welcome all older adults regardless of their level of need or ability to pay for services.

We are seeking someone to join our kitchen crew to help with dishwashing and sanitation of our kitchen, which produces over 30,000 meals each year that many seniors in the area rely upon. This could be you if:

- You care about the health, safety, and wellness of older adults.
- You enjoy working in kitchens or have experience in food service.
- You'd like a job that is active and includes physical activity.
- You are good at staying focused in a bustling work environment.
- You have a sense of humor and enjoy people.

This is an on-site position open to anyone authorized to work in the United States. Our team works out of Bugbee Senior Center in White River Junction. The schedule for this position is part-time, Monday through Friday, generally 3-4 hours per shift from 10:00 to 2:00. We have occasional event-driven demands. This position does not require previous experience and we encourage anyone with an interest in the position to apply. We are an equal opportunity, friendly, and welcoming organization. Working here is rewarding, and you'll be doing your part to keep the Upper Valley a great place to live – at any age.

Duties

The Kitchen Custodian works alongside the Assistant Cook and Head Cook to provide proper sanitation of the kitchen area, equipment, utensils, and dishware. The position includes, but is not limited to, the following:

- Operation of the dishwasher.
- Cleaning of pots, pans, dishware, utensils, etc.
- General sanitation procedures and daily clean up of the kitchen, storage, serving, or other areas of the facility, including vacuuming, mopping, and trash/compost removal
- Record temperature logs and checklists.
- Frequently move equipment or boxes weighing up to 50 pounds
- Spend all or most of the shift moving between different workstations.
- Performs other duties as assigned by the Head Cook or Executive Director.



Compensation

This is a part-time position that pays \$15.00 per hour. Bugbee Senior Center provides a matching contribution to a SIMPLE IRA account for all employees, plus sick leave, paid time off, and paid holidays.

To Apply

If you are interested in this position, please email employment@bugbeecenter.org to start the application process. You do not need to send a resume or cover letter at this time. You will receive a link to the Applicant Questionnaire, and selected applicants will be invited to an interview. We are looking to fill this position by early June 2024.

