



## JOB POSTING #310

### PLEASE POST

**The City School District of Albany**  
**An Equal Employment/Affirmative Action Employer**  
**APSUE Employment Opportunity**

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**Date of Posting:** February 6, 2024

**Position(s):** Food Service Helper – FT  
Monday – Friday

**Location(s):** New Scotland Elementary School

**Salary:** \$18,451.95

**Deadline for Applying:** Continuous Until Filled

**General Statement:**

This is routine manual work performed under immediate supervision in connection with the preparation and service of food. On occasion, Food Service Helpers may perform minor cooking duties involving lesser degrees of skill than regularly required of employees in the classification of cook.

**Responsibilities:**

- Sets tables and clears them after meals.
- Cleans dining rooms and dish and linen closets.
- Cleans, washes and otherwise prepares vegetables and fruit for cooking.
- Assists in the preparation of salads and desserts.
- Helps Cooks or Bakers in any phase of their duty.
- Washes dishes, pots and pans by hand or machine.
- Sweeps mops and cleans kitchen.
- May act as cashier as required.
- Other duties as assigned.

**How to Apply**

**E-mail:** [humanresources@albany.k12.ny.us](mailto:humanresources@albany.k12.ny.us)  
**Post:** City School District of Albany  
Office of Human Resources  
1 Academy Park  
Albany, NY 12207

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Predispositions in employment or any of its programs and/or activities which it offers or operates, as it is required to do by the Age Discrimination in Employment Act of 1967, the Americans with Disabilities Act, Title VI of the Civil Rights Act of 1964, Title VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Genetic Information Nondiscrimination Act of 2008 and the New York State Human Rights Laws.