



CYP Food Service Worker

Announcement # ANNA 0019-12

Salary: \$11.73 per hour Series/Grade: NA 7408 04

Naval District Washington - Fleet and Family Readiness Program
Department of the Navy Non-Appropriated Funds

LOCATION: Child Development Center – Annapolis

OPENED: 23 April 2012

CLOSES: Until Filled

AREA OF CONSIDERATION: All Sources

Flex (0 – 40 hours per week) Seasonal

TO APPLY: Download forms on <https://www.cnic.navy.mil/NDW/About/Jobs/>

Submit required forms OF-612 AND OF-306 to: Fleet and Family Readiness Program, Attn: HR Office, 47402 Buse Road - Bldg. 467, Patuxent River, MD 20670. *A résumé may be included with the required forms, but NOT in place of the OF-612 and OF-306.*

The purpose of the Child and Youth Program (CYP) Food Service Worker position is to perform a variety of food preparation and food service tasks for the CYP. This position is located in the Child Development Center (CDC) but may assist with food preparation for the School Age Care (SAC) Program.

DUTIES AND RESPONSIBILITIES:

The CYP Food Service Worker performs various tasks or a sequence of tasks in food service and preparation. Assists in food preparation with tasks such cleaning fruits and vegetables, assembling sandwiches; measuring and weighing ingredients. Stock food carts with appropriate utensils, plates, bowls and food and beverage items as required for family style dining. Wrap, arrange and/or package items to serve to children and youth. Cleans up all leftover food items and disposes of them appropriately. Sets up and operates a mechanical dishwasher. Responsible for cleaning all dishware, pots and pans as well as walk-in refrigerators and freezers. Labels and dates all items in the refrigerators and freezers and stores leftovers in accordance with sanitation and health standards. Unloads food and supplies from delivery trucks. Completes all DoN training requirements. Performs other related duties as assigned.

MINIMUM QUALIFICATIONS:

Must be 18 years of age and a High School graduate or equivalent. Possess basic math skills. Understanding of food handling techniques; personal hygiene standards and safe work procedures. Working knowledge of sanitation standards and procedures to prevent contamination. Basic knowledge of recipe construction and measuring techniques. Ability to obtain a food handlers card. Ability to pass a pre-employment physical, provide evidence of immunization and be free of communicable disease. Must be able to satisfactorily complete all background investigations to include a National Agency Check with Written Inquires (NACI). Must be able to gain access to base computer system if necessary.

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Note: All applicants must address the qualification requirements on your resume/application. If all required qualifications are not sited on your resume/application you will be disqualified

Some positions have special requirements. In these cases selection is tentative pending satisfactory completion of these requirements. Applicants may be required to provide proof of education, etc. All selections are contingent upon the obtaining of satisfactory employment reference checks.

As a condition of employment, the selected individual will be required to participate in the Direct Deposit/Electronic Fund Transfer program.

Spouses of active duty military members of the Armed Forces may receive preference in hiring under this announcement if they are among the best qualified referred and are within reach of selection. Please clearly identify in your application that you are asking for spouse preference and submit a copy of current PCS orders. **Failure to submit current PCS orders with application will prevent spousal preference from being granted.**

If you are a male born after December 31, 1959 and at least 18 years of age, employment law (5 U.S.C. 3328) requires that you must register with the Selective Service System (military draft), unless you meet certain exemptions. If applicable, failure to register will prevent you from being considered for employment

The Department of the Navy is an Equal Employment Opportunity Employer. All qualified candidates will receive consideration without regard to race, color, religion, sex, national origin, age, disability, marital status, political affiliation, sexual orientation, or any other non-merit factor.

The Department of the Navy provides reasonable accommodation to applicants with disabilities. Applicants with disabilities who believe they require reasonable accommodation should contact our Human Resource Office to ensure that the Department of the Navy can consider such requests. The decision to grant an accommodation will be made on a case by case basis.

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