

## Staff Vacancy Announcement

### Culinary Associate I, Cook's Helper

**Department:** Dining Services

**Position:** Full-time, varying schedule

**Wage:** \$10.700 - \$13.375 per hour plus complete benefit package

**Union Affiliation:** Montana Public Employees Association

**Posting Date:** July 2017

### Description

This position reports to the head cook and is responsible for a variety of duties, including preparation of hot and cold food items including soups, salads and entrees; serving of food on the serving line; cooking at the Burger Bar, daily cleaning and sanitizing of food preparation and/or dining areas; working with catering staff; cashiering and working in the dish room. This position has a fluctuating schedule and may require a split shift. The position will include cyclical work such as deep cleaning of the kitchen facilities.

### Qualifications

Minimum qualifications include a high school diploma; the ability to follow established procedures and verbal and written instructions; general knowledge of institutional kitchen equipment. Physical requirements include lifting up to 40 pounds, pushing and pulling of carts and equipment, long periods of standing and exposure to heat, cold and cleaning chemicals. This individual must be able to work with a variety of personalities and time schedules. A Serve Safe certificate is required within six months of employment and can be acquired on the job.

### Application

To be considered for this position, please submit a cover letter including three professional references and a completed and signed State of Montana Government Job Application to:

Patti Lake  
Payroll & Benefits Supervisor  
The University of Montana Western  
710 South Atlantic Street  
Dillon, MT 59725

For additional information, call (406)683-7228. Review of applications will begin in August and continue until the position is filled.

## **The University & Dillon Area**

The University of Montana Western is a dynamic, innovative, undergraduate university with over 60 full-time faculty and 1,500 students. It is located in Dillon, Montana in the scenic Rocky Mountains and has been awarded numerous top national rankings for delivering high quality, affordable education.

Montana Western is the only public four-year college in the nation offering *Experience One (X1)*, experiential learning delivered on the block schedule. Class sizes are small and students take a single course at a time, three hours each day for 18 days, before moving on to the next course. Each course is four credits and four blocks are offered each semester. The block schedule facilitates field and lab work, undergraduate research, study travel, and interdisciplinary teaching. Montana Western's faculty strongly believe in mentoring and inspiring students, and assisting them in the transition from university life to professional careers.

The University of Montana Western is an integral part of the Dillon Community. With a population of 5,000 people, Dillon is known for outstanding public schools, safe environments, recreational opportunities, and an excellent quality of life.

*The University of Montana Western is an equal opportunity/affirmative action employer and encourages applications from qualified women, minorities, veterans and people with disabilities. Qualified candidates may request veterans, or disabilities preference in accordance with state law. Reasonable accommodations are provided in the hiring process for persons with disabilities. Finalists for any position will be subject to a criminal background investigation.*