

Sisseton-Wahpeton Oyate

Job Description

Job Title: Little Steps Daycare Cook Aid

Content Area: Kitchen

Supervision: Under the immediate supervision of the Director

Standard Employment: 7:00- 3:30 p.m. Monday through Friday

Duties and Responsibilities

1. Plan and prepare three meals daily following menu created by Cook
2. Ordering and stocking inventory
3. Keep kitchen up to state regulations
4. Fill in absence of Cook
5. Clean before and after meals
6. Other job duties assigned

Qualifications:

1. High School diploma or GED
2. Dependability as regards to time and attendance
3. Ability to communicate with others

Job Requirements:

1. Must attend Training as needed.
2. Must sign a permission form upon submission of application to permit background check at the state and federal level.
3. Submit U.A upon hire

Approved _____



Date _____

