UNIVERSITY OF DELAWARE EARLY LEARNING CENTER
489 Wyoming Road
Newark, DE 19716

KITCHEN ASSISTANT

The University of Delaware Early Learning Center is seeking to fill two Nutritional Assistant positions. These positions are part time and have no University of Delaware benefits. Shifts are 7:30 am – 1:00 pm and are available Monday – Friday. Preferred candidates will be available one – three days per week. The position is compensated at a rate of $12.25 per hour.

RESPONSIBILITIES:

Under direct supervision of Kitchen Manager,

- Assist in the preparation of all foods and beverages to be distributed to classrooms.
- Distribute food and supplies from kitchen to classrooms by food service cart and retrieve items after meals are completed.
- Maintain clean work areas, utensils, and equipment.
- Operate dishwashing machine, and wash dishes after meals and food prep.
- Interact positively, professionally, and pleasantly ELC children, families, and other staff.
- Comply with all federal and state laws codes and regulations, including National Association for the Education of Young Children (NAEYC) accreditation, Delaware licensing requirements, Delaware Department of Education Child & Adult Care Food Program, and Delaware department of public health food code.

QUALIFICATIONS:

Requires a high school diploma or GED. Experience related to nutrition, social service, or childcare highly desired. Additional related education may be substituted for required experience. Requires basic math skills, demonstrated human relations skills and the ability to communicate effectively and interact well with people of all ages and diverse backgrounds. Ability to read, understand, follow, and enforce safety procedures. Responsible for working within the established standards of Delaware Department of Public Health to ensure prevention of food borne illnesses. Successful completion of criminal background check, child protection and adult abuse registry check, health examination and Tuberculosis test are required.

Moderate physical activity is necessary to carry out job duties. Requires handling of average-weight objects up to 25 pounds or standing and/or walking for more than four (4) hours per day.

If interested, please contact Kelly Freel, at kfreel@udel.edu.