

# **JOB POSTING**

## **MUSKINGUM COUNTY CENTER FOR SENIORS**

**DATE:** July 22, 2024

**DEPARTMENT:** Muskingum County Center for Seniors

**POSITION TITLE:** Cook (1 Full Time & 1 Part Time)

**STATUS:** Full Time: 35 hours per week  
Part Time: 20-25 hours per week  
Monday – Friday, 7:00 AM – 2:30 PM  
(Flexible schedule with some evenings)

**SALARY RANGE:** \$12.50 - \$13.00 per hour

**DEADLINE TO APPLY:** OPEN UNTIL POSITION IS FILLED

**Qualifications:**

- Valid/Current Ohio Driver’s License
- High School Diploma or equivalent
- Minimum age of 18
- Ability to lift up to 50 pounds
- Good attendance record
- Pass all pre-employment screenings

**Essential Job Duties:** Works under the supervision of Nutrition Administrator. Assists in preparing meals for the Center, satellite nutrition sites, home delivered meals, and catered events in accordance with established rules and regulations administered from the Ohio Department of Aging, the Area Agency on Aging, the County Health Department, and other health standards. Cleans and sanitizes kitchen, counter tops, tables, dishes, and cookware. Operates dishwasher and does laundry. Stocks shelves and puts away kitchen supplies.

**Please submit both a Resume and Application either by mail, fax or in person by the deadline to:**

**Muskingum County Center for Seniors**  
**Attn: Kate Paul**  
**160 N. 4<sup>th</sup> Street**  
**Zanesville, OH 43701** or  
**Email: [kepaul@muskingumcounty.org](mailto:kepaul@muskingumcounty.org)**

*The Muskingum County Center for Seniors is an Equal Opportunity Employer.*

(Application is available at [www.muskingumcountyoh.gov](http://www.muskingumcountyoh.gov))