

## Job Posting Form

Date Posted: 8/6/19

Send completed application to: Viola Castro  
Diocese of Buffalo  
795 Main Street  
Buffalo, NY 14203  
E-mail: [vcastro@buffalodiocese.org](mailto:vcastro@buffalodiocese.org)

Type of Employment: Summer:  Part-Time:  If part-time, # of hours per week \_\_\_\_\_ Full-Time:

Job Title of Open Position: Part-Time Cook

Salary: Commensurate upon experience/education Salary will be:  hourly  other

Employer: Diocese of Buffalo Department Bishop Head Residence

Location Address: 10 Rosary Ave., Lackawanna, NY 14218

Employer Website: www.buffalodiocese.org

### **Brief Job Description**

Prepare and serve meals, set up and clean up the dining room.

### **Qualifications: Required Education/Experience**

- Minimum: high school diploma
- Preferred: associates degree in culinary or food service
- Experience: two years satisfactory experience in cafeteria or restaurant

### **Desired Skills**

- Extensive knowledge of food preparation
- Prepares and cooks a variety of foods
- Plan meals
- Ability to work independently as well as in conjunction with other staff members
- Flexibility with work schedule

E.O.E.

How to Apply: By Mail  E-Mail  as above. **Applications are accepted until this position is filled.**