

**Job Posting Form
(Diocese of Buffalo Positions)**

Date Posted: 3/11/19

Send completed application to: Catherine Kwiatkowski
Diocese of Buffalo
795 Main Street
Buffalo, NY 14203
E-mail: ckwiatkowski@buffalodiocese.org

Type of Employment: Summer: Part-Time: If part-time, # of hours per week 15 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/Float

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. Must be willing to go to multiple locations/different residences as needed.

Qualifications: Required Education/Experience - Please specify level of education required (eg. high school diploma, associate's degree, bachelor's degree etc.) & years of experience required, if applicable)

- 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 and locations.

E.O.E.

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