



### **Nutrition Site Aide**

Franklin County Department of Aging is recruiting for a part-time, Nutrition Site Aide. An employee in this position will assist the Nutrition Site Manager in daily operations of the Senior Center nutrition program. Duties include receiving food, packing home delivered meals for meal routes, serving lunch to senior citizens, following procedures for safe and sanitary handling of food and equipment, and washing dishes.

#### **Knowledge, Skills and Abilities**

- Build constructive and positive relationships with staff and clients.
- Read and calibrate a thermometer, set up a steam table, wash and disinfect dishes, oven, pots and pans.
- Stand on your feet for an extended period of time, lift up to 15 pounds.
- Ensure a clean and neat kitchen, follow hygiene procedures, use test strips.
- Assist with maintaining route counts for meals-on-wheels routes and total counts for all participating clients.
- Assist as needed with completing meal delivery paperwork.
- Become knowledgeable of meals-on-wheels clients.
- Give driving instructions to meals-on-wheels delivery volunteers.
- Assist with coordinating the packing of meals for the routes and serving of the nutrition site meal at 11:30 a.m.
- Assist with additional activities at the center such as covered dish fellowships, catered meal events, birthday celebrations, holiday breakfast or special meal preparation.
- Work closely with supervisor on procedures to register and process new clients to both the meals-on-wheels routes and nutrition site meal.
- Other tasks as assigned by the supervisor.

#### **Desirable Education and Experience:**

High School diploma and experience in nutrition services.

#### **Special Requirement:**

Possession of a valid North Carolina's driver's license.

**Work Location:** Franklin County Department of Aging, Louisburg

**Salary Range:** \$7.25 per hour

**Work Hours:** 15 to 17 hours per week

**Closing Date:** This recruitment will remain open until filled and may close at any time. The first review of applications will take place August 24, 2021.

**How to Apply:** Visit <https://www.franklincountync.us/employment-opportunities/employment-center> to complete an electronic application or to obtain a printable application.

*Franklin County is an Equal Opportunity Employer.*

*The County prohibits discrimination based on race, sex, color, creed, national origin, age or disability.*

*Pre-Employment Drug Screen and Criminal Background Screening are required.*