

# HUDSPETH REGIONAL CENTER



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Director

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To: All Hudspeth  
From: Lynn Rogers, Director of Dietary  
Date: August 12, 2022  
Re: Job Vacancy – Dietary Department

**Classification:** Food Service Worker II (2-Positions)

**Salary:** \$22,039.90

**Hours:** (B-Shift) 9:30am – 6:00pm – Alternating Weekends and Holidays

**Qualifications:** Typically requires a High School Diploma or high school equivalency and 1-2 years of work experience. May require SafeServe Certification.

\*Experience in bulk cooking and use of institutional kitchen equipment is preferred

**Duties include but are not limited to:**

1. Prepares food items for client and cafeteria menus from food production sheets ensuring that standardized recipe usage and portion control practices are followed
2. Follows established food service sanitation and safety procedures according to Servsafe and MSDH standards; operates food service equipment properly and maintain cleanliness of dietary equipment and kitchen areas
3. Maintains cleanliness of dietary equipment and kitchen areas while utilizing proper chemicals and equipment in keeping the dietary department in a clean and orderly state.
4. Helps out on cafeteria line daily. This includes setting up the serving line and salad bar with the correct food items and utensils; serving the correct portion sizes; and following established sanitation procedures while serving food on the cafeteria line.
5. Washes pots, pans and other food service equipment as needed. Performs other food preparation or cleaning duties as assigned by food service supervisor and dietary director.
6. Complies with agency policies and procedures, plans and decisions as well as promotes and supports high standards of confidentiality with no incidences or reports of non-compliance.

**Upon contingent employment offer, employees must complete a background check, pre-employment drug test, and submit proof of COVID-19 vaccination or accommodation request.**

Applications should be submitted to the Human Resources Department and will be accepted until the positions are filled. If you should have questions, please contact Lynn Rogers, at 601-664-6330. Any candidate who is called for an interview must notify Lynn Rogers in writing of any reasonable accommodation(s) needed prior to the date of the interview.

**THE STATE OF MISSISSIPPI/HUDSPETH REGIONAL CENTER IS AN EQUAL OPPORTUNITY EMPLOYER**

**“A DEPARTMENT OF MENTAL HEALTH FACILITY”**