Eighth Judicial District
Department of Correctional Services

NOW ACCEPTING OUTSIDE APPLICATIONS

Contract Classification

POSITION NUMBER:	60510BRF83
POSITION CLASSIFICATION:	Part Time Cook
OFFICE LOCATION:	Burlington Residential Facility
SUPERVISOR:	Patrick Lacy, Residential Manager
DATE AVAILABLE:	Immediately
SALARY RANGE:	Pay Grade 14, Pay Plan 014 (Starting pay $17.65 per hour)
SHIFT/HOURS/SCHEDULE:	Every other weekend and every other holiday; fill in for vacation relief as needed.
GENERAL DUTIES:	Performs routine cooking and cleaning tasks in the preparation and serving of meals for residents in a community corrections facility. Performs related work as required.
MINIMUM QUALIFICATIONS:	Per Job Description
OTHER REQUIREMENTS:	Ability to travel to various work sites, possession of or ability to obtain a valid driver's license, ability to be insured under district's auto insurance.
APPLICATIONS MUST BE RECEIVED BY:	**Will accept applications until filled**

All applications **must be signed** and sent or faxed to the Fairfield Administrative Office in order to be considered.

Department of Correctional Services
Attn: Jenny Roberts, Administrative Assistant
P.O. Box 1060
Fairfield, IA 52556

FAX # 641-472-9966

For additional information, please contact Residential Manager Patrick Lacy at 319-753-5179 ext. 341 or Patrick.Lacy@iowa.gov.

Applications may be obtained at www.8thjdcbc.com

The Department is an *Equal Opportunity/Affirmative Action* Employer