

KITCHEN SUPERVISOR - LEWISTON

SeniorsPlus is looking for an individual who will supervise, manage, and participate in the production of daily meals for both congregate dining and home delivered meals (Meals on Wheels) program in Androscoggin, Franklin, and Oxford counties. This individual will ensure that all aspects of a quality food service program are achieved.

Responsibilities include, but are not limited to:

- staff and volunteer supervision;
- developing and producing monthly menus;
- maintenance of and management of equipment;
- food ordering and purchasing;
- annual inventory; and
- budget adherence.

Qualifications:

- Culinary Arts degree plus 3 years' experience in a food service management role; or an equivalent combination of education and experience.
- Minimum of two years' experience in employee supervision is required.
- Current ServSafe Certification.
- Knowledge of overall MS Office programs with demonstrated skill and knowledge of Excel, Microsoft Outlook, and PowerPoint.
- Must possess strong organizational skills.
- Employee development and performance management skills including organizing, prioritizing, and scheduling work assignments.

Interested individuals should submit a letter of interest including salary requirement, and resume to jobs@seniorsplus.org, or:

Human Resources
SeniorsPlus
8 Falcon Road
Lewiston, ME 04240

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