

East Missouri Action Agency, Inc.  
403 Parkway Drive, Post Office Box 308  
Park Hills, Missouri 63601  
A Community Action Agency.

**REQUEST FOR / NOTICE OF JOB ANNOUNCEMENT**

DATE OF REQUEST: 4.18.2022 DEPARTMENT: Community Services

POSITION TITLE: Summer Food Service Cook Aide PROGRAM: Summer Food Program

**POSITION SUMMARY:**

The SFSP Cook Aide is responsible for assisting the SFSP Director with the day to day operations of the Summer Food Program, such as but not limited to cooking, cleaning, shopping, delivering means and daily count sheets.

ADVERTISE TO:  Public  Agency  Both STATUS:  Exempt  Non-Exempt

LOCATION:  Banked  St. Francois County

GRADE LEVEL / STEP: II AMOUNT: \$12.00

CLASSIFICATION:  Full-time  Part-Time  Temporary  Emergency

DAYS AND HOURS: M-F Approximately 30 hours per week

**QUALIFICATIONS:**

Must have training and/or experience in food preparation and nutrition as well as supervisory experience. A current TB test and valid Missouri driver's license is required.

TARGET DATE FOR EMPLOYMENT: 5.23.2022

APPLICATION PERIOD DEADLINE: 5.6.2022

**BENEFITS:**

None

SUPERVISOR'S NAME: Nicolle Hahn

PERSON MAKING REQUEST: Nicolle Hahn

Nicolle Hahn 4.18.22 Approved Disapproved  
Program Director's Signature Date

Keri McCrory 4/18/2022 Approved Disapproved  
Executive Director's Signature Date

APPLY TO:

East Missouri Action Agency, Inc.  
Human Resource Department  
P.O. Box 308, 403 Parkway Drive  
Park Hills, MO 63601  
573-431-5191

Interviews will be held with leading candidates by appointment.