



**ECTOR COUNTY, TEXAS
HUMAN RESOURCES DEPARTMENT**

**PART TIME KITCHEN HELPER
ECTOR COUNTY SENIOR CENTER**

The Ector County Senior Center is in need of a Kitchen Helper. The Kitchen Helper will be under the supervision of the Assistant Director and/or the Director.

PRIMARY DUTIES: The Kitchen Helper will be responsible for picking up food from ORMC and deliver to the Senior Centers daily. Will need to pick up bread from Meals on Wheels once a week. Must set up and serve lunch daily. Keep equipment (refrigerators, freezers, serving tables, etc.) surfaces clean & shined; sweep & mop kitchen area and empty garbage containers daily.

MINIMUM QUALIFICATIONS: Driver License and basic food handling and food sanitation rules.

SALARY: \$15.00 an hour; 30 hrs/wk (8:00 a.m.- 2:00 p.m., Monday thru Friday).

DEADLINE: Until a sufficient applications have been submitted for consideration

Please apply at the Ector County Personnel Department located at 1010 E. 8th Street, Room 310, Odessa, Texas. Ector County does not discriminate on the basis of race, color, national origin, sex, religion, age and disability in employment or the provision of services.

NOTICE: Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States. This employer will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each new employee is Form I-9 to confirm work authorization. Passing a pre-employment urinalysis drug screen is required.