

Date: September 21, 2006 RE-POST: 10/23/06, 12/14/06, 02/05/07, 08/23/07  
From: Human Resources Services REVISIED: 12/20/07  
Subject: **Vacancy – (192 Days)**  
**ASSISTANT MANAGER – FOOD SERVICE**  
**Buena Vista**  
**Pay Grade: 192-4-8**  
Hourly Salary Matrix 07-08

**QUALIFICATIONS:**

**Education/Certification**

- High school diploma or \*GED
- Food manager certification preferred
- Current Food Handler's Permit
- Individual recommended for the position must pay a \$52.20 fingerprinting fee by credit card as part of the application process to be considered for employment. (Fee is subject to change.)

**Special Knowledge/Skills**

- Knowledge of methods, materials, equipment, and appliances used in quantity food preparation
- Ability to manage and train personnel
- Effective planning and organizational skills
- Ability to learn and operate computer programs used in food service
- Effective math and record keeping skills

**Experience**

- Completion of a sanitation course before or during the first year as manager
- Two years experience in institutional food service operations

**DISTRICT EMPLOYEES:**

- SUBMIT EMPLOYEE TRANSFER REQUEST FORM
- CURRENT RESUME WITH RELATED EXPERIENCES

**NEW APPLICANTS:**

- DISTRICT APPLICATION
- LETTER OF INTENT
- COPIES OF CREDENTIALS
- TRANSCRIPT
- A RESUME WITH RELATED EXPERIENCE
- THREE COMPLETED LETTERS OF REFERENCE

*\* Only GED certificates obtained through a GED Testing Center approved by the GED Testing Service (GEDTS) will be accepted.*

Application Deadline: Until filled

Send application, resume and letter of interest specifying particular position to:

**Attn: San Felipe Del Rio CISD, Human Resources Department**  
**P.O. Drawer 428002, Del Rio, Texas 78842**

EQUAL OPPORTUNITY EMPLOYER