



# Sweet Home Central School District of Amherst and Tonawanda

1901 Sweet Home Road • Amherst, New York 14228  
(716) 250-1408  
Form HR102

*JoAnn Balazs*  
*Assistant Superintendent*

## **NOTICE OF ANTICIPATED VACANCY** **DATE POSTED: August 16, 2021**

The Sweet Home Central School District seeks a highly qualified candidate to fill the following:

Position: Cafeteria Manager

Building: TBD

Hours: 6.5 hours/day; 5 days/week

Start Date: 9/7/2021

Qualifications: Plans, supervises and participates in the preparation and serving of food. Determines requirements and submits requisitions for foods, supplies and equipment. Maintains approved standards of sanitation and health and safety. Supervises food service personnel, plans work schedules and evaluates work performance. Supervises the collection of and accounting for cash receipts. Makes reports relating to school food service activities. Good knowledge of largescale food preparation, menu planning, purchasing, sanitary food handling and storage. Good knowledge of fundamentals of nutrition as they apply to a school food service program. Ability to plan/supervise the work of others. Ability to maintain good personal relations with the school community. Ability to understand and carry out oral and written directions, using good judgement and confidentiality.

Reports to: Food Service Supervisor

Salary: Salary and benefits as established by the contract between the District and the Sweet Home Service Employee Association

How to Apply: Complete service application available online at [www.sweethomeschools.org](http://www.sweethomeschools.org)  
Cover letter should be addressed to:  
JoAnn Balazs  
Assistant Superintendent

Closing Date: August 30, 2021

*The Sweet Home Central School District is an equal opportunity employer and does not discriminate against any employee or applicant for employment in its programs and activities on the basis of race, color, national origin, sex, disability, religion or creed, sexual orientation, military status, genetic status, marital status, domestic violence victim status, criminal arrest or conviction record, or any other basis prohibited by state or federal non-discrimination laws.*

*Sweet Home Schools... .. Every Student, One Community, Ready for the Future*