

7.26.22

# Kitchen Assistant

## About God's Love We Deliver

For people living with severe illness in the New York City metropolitan area, God's Love We Deliver provides nutrition therapy, and cooks and home delivers medically tailored meals. We are a non-sectarian organization. All of our services are provided free to clients and full of love.

God's Love We Deliver requires all employees to be fully vaccinated against COVID-19 unless they are eligible for an accommodation based on a medical condition or sincerely-held religious belief.

## About the Role

The Kitchen Assistant assists Cooks and Chefs with food preparation, cooking and packaging of food for the Meal Program. The Kitchen Assistant follows sanitation and safety protocols established for the kitchen at all times.

God's Love We Deliver offers a competitive compensation package which includes:

- Benefits: Excellent Health, Dental, and Vision insurance at low cost to employees. Option to enroll in pre-tax Commuter Transit, Flexible Spending Account, and Health Savings Account.
- Retirement Savings Plan: 403B with up to a 2% match each pay period
- Paid Time Off including
  - 15 Days of annual Paid Vacation Time Off in first year of employment, increasing with length of service
  - 12 days of annual Paid Sick Time
  - 10 paid holidays
- Monday through Friday or Sunday through Thursday; overtime is sometimes required.
- A rewarding work environment: Supporting our operations providing nutritious meals to New Yorkers living with severe illness.
- A collaborative work environment: Everyone works together to contribute their talents and their ideas.
- A fun work environment: Periodic staff lunches and Happy Hours; an annual staff retreat to focus on team learning and team-building; a fun Holiday Party to celebrate our staff
- An inclusive work environment: Celebrating diversity, equity and accessibility, valuing the unique perspectives and life experiences that all employees bring to work.
- This position requires onsite work.
- This is a Full-Time non-exempt position, paying \$20.50 hourly.

## Essential Duties and Responsibilities

- Assists with preparation, cooking, cooling, storing and packing of all food items
- Helps demonstrate to Volunteers the proper procedures pertaining to all kitchen projects including, but not limited to, pack-outs and vegetable prep
- Cleans, cuts and grinds meats, poultry and seafood; washes, peels, cuts and seeds vegetables and fruit; weighs and measures designated ingredients with strict adherence to established agency and NYS/NYC Department of Health (DOH) food safety standards.
- Assists Porters in maintaining cleanliness and working order of Kitchen utensils, machinery and other Kitchen equipment. Assists with inventory and replenishment duties. Reports on equipment in need of service.
- Assists with food storage, stock rotation and refrigerator walk-in boxes with maintaining strict adherence to agency and DOH standards and food safety protocols including, but not limited to, time and temperature logging .
- Monitors and assures accuracy of Meal Program food labeling system in accordance with agency guidelines.

## **About You:**

You are highly self-motivated and empathetic, a 'people person' with a strong desire to support our mission and your colleagues. You thrive in a fast-paced and dynamic environment.

### **In addition, the right candidate meets the following requirements:**

- Excellent communication skills
- Basic math knowledge
- Culinary degree or formal training
- Strict adherence to food and safety regulations while carrying out kitchen duties
- Ability to work collaboratively as part of a team
- Maintains strong organizational and time management skills

### **Preferred Skills:**

- Bilingual (English/Spanish) a plus

### **Other Requirements**

The work environment characteristics and requirements described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job:

- The employee is regularly exposed to outdoor weather conditions, and is occasionally exposed to extreme cold (non-weather); extreme heat (non-weather).
- The employee is exposed to loud noise levels in the work environment.
- The employee is required to stand for several hours at a time
- The employee must frequently lift and/or move up to 100 pounds

## **Interested in Applying for this Role?**