Saint Ann’s School

POSITION ANNOUNCEMENT: UTILITY PERSON

Saint Ann’s School has an immediate need for a full-time Utility Person. Under the supervision of the Food Service Manager, the Utility Person cleans items necessary for food preparation and service while maintaining the overall cleanliness of the kitchen, removes soiled plates and flatware, restocks items, unloads deliveries, helps in prep and service, and other duties as needed. This position is also responsible for removing waste and recyclables.

ABOUT SAINT ANN’S SCHOOL

Saint Ann’s is among the largest and most selective independent schools in New York City, known for the breadth and depth of its curriculum in academic disciplines and the visual and performing arts. Since its founding in 1965, Saint Ann’s has embraced a commitment to education for its own sake, oriented to the capacities of each individual student, free of the encumbrances of formal grading, prizes, and rankings. The lives of our graduates speak powerfully to the potential of an education based on these principles to ignite a love of learning and sustain creative energy in every field of endeavor. We accomplish this by bringing together talented teachers with creative and motivated students. Seeking to create a community rooted in trust and equity, we invite each other to take risks, pursue knowledge, and celebrate growth. Recently, Saint Ann’s has made a commitment to centering anti-racism in the life of the school.

RESPONSIBILITIES

- Ensure the availability of clean dishes, washing pots, pans and flatware
- Cleaning kitchen areas, cooking utensil and restocking cooks station
- Clean machines and appliances used in the kitchen, such as coffee makers, pots, pans, mixers etc.
- Unloading and storing deliveries
- Sweeping and mopping of floors, especially in the event that items are broken or spilled
- Taking out the trash and rinsing garbage cans
- Supporting other restaurant staff members by assisting with other tasks as needed
PERSONAL AND PROFESSIONAL REQUIREMENTS

- High School Diploma or G.E.D.
- Minimal work experience
- Experience in the restaurant or hospitality industry
- Ability to stand or walk for 8-hours shifts and lift at least 50 pounds
- Willingness to comply with all food safety procedures
- Time management skills
- Occasionally lift equipment and materials weighing 50 pounds or more
- Crawl, climb ladders, twist, turn and reach in competing a variety of physical duties
- Work outside or inside in hot or cold conditions for extended periods of time
- Work in a wide variety of environments as found in all areas of the school and adjoining buildings

COMPENSATION

This is a full time, seasonal (August through June), non-exempt position with a competitive compensation package including benefits. Salary range of $19.00-$20.50 per hour commensurate with experience.

TO APPLY

Interested applicants should send a resume to UtilityPersonPosition@saintannsny.org. Candidates who identify as members of historically underrepresented groups are strongly encouraged to apply. Position open until filled, anticipated start date of August 28, 2023.

NOTICE OF NONDISCRIMINATORY POLICY

Saint Ann’s School admits students of any race, color, religion, creed, gender, disability, national or ethnic origin, sexual orientation or any other category protected by applicable federal, state or local law, to all the rights privileges, programs, and activities generally accorded or made available to students at the School. The School does not discriminate on the basis of race, color, religion, creed, gender (which includes a person’s actual or perceived sex, as well as gender identity and expression), age, marital status, disability, national or ethnic origin, sexual orientation, familial status, predisposing
genetic characteristics, actual or perceived domestic violence victim status, unemployment status, caregiver status or any other category protected by applicable federal, state or local law, in carrying on its educational activities or in administration of its educational policies, admissions policies, employment policies, financial aid programs, and athletic and other school administered programs.

ACCESSIBILITY

The Bosworth Building entrance is accessible with an activation switch outside to open the door without assistance and an elevator goes to all floors except the 13th floor. All-gender restrooms are located on the third, seventh and ninth floors. Single occupancy restrooms are located in the undercroft and on the eleventh floor. Accessible restrooms are located in the undercroft and on the first, third, seventh, ninth, tenth and eleventh floors.