

**Department of Veterans' Affairs
Employment Opportunity**

Assistant Cook – Two Positions

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE

Open to: The Public

Location: Department of Veterans' Affairs, 287 West St., Rocky Hill 06067

Job Posting Number: 2866 and 3152

Hours per week: 37.5

Work Schedule: Tuesday through Sunday 5:00 a.m. – 1:00 p.m., including a ½ hour unpaid meal break. Sunday and Monday are scheduled days off. OR

Friday 5:00 a.m. – 1:00 p.m.; Saturday 10:30 a.m. – 6:30 p.m.; Sunday 5:00 a.m. – 1:00 p.m., Monday 5:00 a.m. – 1:00 p.m.; Thursday 10:30 a.m. – 6:30 p.m., including a ½ hour unpaid meal break. Tuesday and Wednesday are scheduled days off.

Salary: TE 9, \$1,099.78 biweekly

Closing Date: July 25, 2013

Minimum Qualifications: Some knowledge of simple food preparation; some knowledge of liquid and dry weights and measures; some interpersonal skills; some oral and written communication skills; ability to follow instructions and learn routines; some mathematical ability.

Experience and Training: Any experience and training which would provide the knowledge, skills and abilities listed above.

Physical Requirements: Employees appointed to positions in this class must have adequate physical strength, stamina, physical agility and visual and auditory acuity, and must maintain such physical fitness as to be able to perform the duties. Candidates must be free from communicable diseases. A physical examination may be required.

Working Conditions: Incumbents in this class may be required to lift moderate to heavy weights; may be exposed to risk of injury from equipment and utensils used in the kitchen and from patients/clients.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a completed state application (CT-HR-12) **(State Employees must include their last two performance appraisals)** to:

**Department of Veterans' Affairs
287 West Street
Rocky Hill, CT 06067
Fax (860) 616-3536
Marge.Mancini@ct.gov**

An Affirmative Action/Equal Opportunity Employer

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.