

Department of Children & Families
Albert J. Solnit Children's Center
Supervising Chef

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

Open To: Candidates on current exam lists
Location: Solnit Center North - East Windsor, CT
Job Posting No: ES44169N
Hours: 6:00 am - 1:30 pm three days per week; 10:30 am - 6:00 pm two days per week
Salary: \$48,260.00 - \$62,047.00 yearly
Closing Date: 07/29/12

Eligibility Requirement: Candidates must be on the current Department of Administrative Services exam list for Supervising Chef at the time of application.

Knowledge, Skills and Abilities: This position will schedule, assign, oversee, and review work of staff. Provide staff training and assistance. Conduct performance evaluations, determine priorities and plan kitchen work; establish and maintain kitchen procedures, develop or make recommendations on development of policies and standards; act as liaison with other operating units, agencies, and outside officials regarding unit policies and procedures; prepare reports and correspondence, make recommendations for equipment use, provide for sanitation and maintenance of kitchen supplies and equipment. May be responsible for or provide input into menu planning; may order food and supplies.

General Experience: Five years of experience in the preparation of food on a large scale.

Special Experience: Two years of the general experience must have been in a lead capacity (for state employees this would be at the level of Head Cook).

Substitution Allowed: College training in hotel and/or restaurant management, nutrition, dietetics or a related field may be substituted for the General Experience on the basis of fifteen (15) semester hours equaling one-half (1/2) year of experience up to a maximum of four (4) years for a Bachelor's Degree.

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

Note: The filling of this position shall be in keeping with established reemployment, transfer, promotion, and SEBAC employment obligations.

Application Instructions: Lateral transfer applicants must submit an NP-2 lateral transfer request form to the address indicated. All others must submit a CT-HR-12 (employment application), resume, letter of intent, and three (3) letters of supervisory reference; current state employees must submit their two most recent performance appraisals in lieu of references.

Department of Children and Families
Human Resources
Attn: Victoria Brothers
Albert J. Solnit Children's Center
915 River Road
Middletown, CT 06457

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.