

Cook

Staten Island Head Start Division of RUMC

Staten Island, NY 10304

Other

Full-time

Onsite

\$36,462 - \$36,462 a year

Posted on November 19, 2025

Organization Statement

Mission Statement

The role of The Staten Island Head Start Program and its collaborating partners is to provide comprehensive services to children and their families. We are dedicated to serving the community and being a vital link between the families of Staten Island and all available community resources.

Job Description

Work in collaboration with the other Cooks to prepare meals that meet the nutritional requirements established by USDA, CACFP and the New York City Department of Health and Mental Hygiene and provide for the individual needs of children enrolled in the program

Responsibilities

- Prepare meals that meet the food component requirements established by the USDA, CACFP and NYC Food Standards for children two to six years of age.
- Prepare food alternatives required to meet the dietary restrictions of children with food allergies documented by a medical provider or at the request of the parent in order to meet special dietary preferences.
- Maintain daily records that ensure the monitoring of kitchen equipment including logging of the temperature of the refrigerator and freezer.
- Ensure that the kitchen and storerooms are kept clean, sanitary and orderly e.g.; range, sink, refrigerator, cupboards, etc. Keep kitchen equipment and utensils sterilized and in good

condition.

- Daily food production records must be maintained in the required CACFP format. The records must include a copy of the weekly menu, food order. Food bills and meal counts. The records must accurately report each food item used in the breakfast, lunch and snack meal preparation.

Qualifications

NYCDOHMH Food Handlers Certificate

- **Minimum Education Level:** Highschool Graduate or GED
- **Preferred Education Level:** Highschool Graduate or GED

Application Instructions

Email resumes to PFioriglio@ rumcsi.org

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