

West Las Vegas Schools Employment Opportunity – Public Notice

West Las Vegas Schools is currently accepting applications for the following position:

- **Food Service Director**

Duties:

- Oversees and coordinates the daily operation of the food service program
- Monitors food production and service to assure that planned menus are followed and that substitutions comply with meal requirements
- Provides on-the-job training to staff in areas of food production, sanitation, etc.
- Supervises and evaluates employees
- Develops specifications for and solicits competitive prices and requisitions for department
- Plans nutritional and appetizing menus that conform to federal regulations
- Evaluates meal costs and recommends changes as appropriate
- Assists in preparing annual food service budget
- Other duties as assigned

Minimum Requirement:

- Bachelor of Science in Food Service Management or Nutrition

Deadline: Until Filled

Salary: Negotiable, based on experience and education

Applicants must submit the following to the district's Personnel Office, located at 179 Bridge Street, Las Vegas, NM (c/o Ms. Sonia Castillo, (505) 426-2315, or electronically: sonia_castillo@wlvs.k12.nm.us):

1. Certified Application Form (available online @ wlvs.schooldesk.net ("Select Link" dropdown menu) or at the district's Administration Office)
2. Letter of Interest (addressed to Mr. Christopher Gutierrez, Superintendent)
3. Current Résumé, with complete contact information for three references
4. Copy of Bachelor of Science in Food Service Management or Nutrition Degree

All short-listed applicants will be scheduled for an interview. If offered a position, potential employees will need to undergo a fingerprint background check. West Las Vegas Schools is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, religion, age, marital/family status, or disability.