



## Human Resources

Oakland Livingston Human Service Agency

196 Cesar E. Chavez Ave.

P.O. Box 430598

Pontiac, MI 48343-0598

Email: [EMPLOYMENT@olhsa.org](mailto:EMPLOYMENT@olhsa.org)

(248) 209-2615 FAX

Website: [www.olhsa.org](http://www.olhsa.org)

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### Food Attendant

**Division:** Early Childhood Services

**Supervisor:** Associate Director of Health Services

**FLSA Status:** Non Exempt/ Union

#### Qualifications:

1. High School Diploma or Equivalent required.
2. ServSafe Certification preferred.
3. Must have valid Michigan driver's license, automobile insurance, and reliable transportation.

#### Job Mission:

To accept and deliver vended food to the Head Start and Early Head Start children.

#### Performance Standards:

1. Accept and temp deliveries from food vendor as well as prepare, portion, and deliver food to classrooms.
2. Maintain a clean and safe food preparation kitchen following Health Department food safety guidelines at all times.
3. Carry out all other duties as directed by supervisor.

#### Hours & Wage:

\$16.00 per hour

40 hours per week; 44 weeks per year

#### Location

Pontiac

**OLHSA IS A DRUG FREE WORKPLACE/ EQUAL OPPORTUNITY EMPLOYER**

**Job Title:** Food Attendant

**Division:** Early Childhood

**Job Requirements (in an 8 hour workday)**  
Number of Hours - Select full Capacity

	Hours	Comments
Sit	1	
Stand	4	
Walk	2	
Bend/Stoop	1	

Movements	Yes/No	Comments
Crawl	No	
Reach above	Yes	
Crouch	Yes	
Balancing	No	
Squat	No	
Climb	Yes	if no elevator, will need to use the stairs to delivery food
Shoulder level	Yes	
Kneel	Yes	
Pushing	Yes	

	Pounds	Comments
<b>Weight Carried</b>	<b>26-50 lbs.</b>	

	Pounds	Comments
<b>Weight Lifted</b>	<b>26-50 lbs.</b>	

**Date:** 10/08/2024