

**Date Posted:**

**Texas Head Start Association**

**JOB OPPORTUNITY POSTING**

**Job Title:** Cook

**Employer/ Agency:** Harris County Department of Education

**Job Description:** Engage in preparing, cooking, and serving food in the Head Start nutrition and food service program according to appropriate health and nutrition standards.

**Qualifications:** **Education/Certification:**  
High school diploma or GED certificate

**Special Knowledge/Skills:**

Skilled in the storage, preparation and service of food

Knowledge of regulations of the Harris County Health Department with regard to food service and federal and state nutritional requirements

Ability to prepare food with supporting recipes and determine the average size of portions to be served and the quantity of food to be purchased for each Head Start center

Ability to compile data, do simple computations, keep records and make reports

Ability to interact and communicate effectively with supervisors, peers, parents and children

**Experience:**

**Hours:**

**Salary:** \$9.39 - \$11.25 hourly

**Send your resume and cover letter to:** [www.hcde-texas.org](http://www.hcde-texas.org)

**Attn:** Kris Duke

**Address:** 6300 Irvington Blvd.

**City, State, Zip:** Houston, TX 77022-5618

**Telephone:** 713-694-6300

**Fax:**

**E-mail Address:** kduke@hcde-texas.org

**Application Method Preferred:** on-line application

**Opening Date:**

If your response to this job posting results in successful employment, please email THSA at [webmaster@txhsa.org](mailto:webmaster@txhsa.org) with the hiring details of your new job opportunity. Thank you