



JOB VACANCY ANNOUNCEMENT

IT IS THE POLICY OF THE GOVERNMENT THAT QUALIFIED REPUBLIC OF PALAU CITIZENS ARE GIVEN FIRST PRIORITY FOR EMPLOYMENT CONSIDERATION; WITH UNITED STATES CITIZENS AND, SUBSEQUENTLY, THIRD COUNTRY NATIONALS UTILIZED IN POSITIONS FOR WHICH QUALIFIED REPUBLIC OF PALAU CITIZENS ARE NOT AVAILABLE.

VA #: BPSS-2018-011

OPENING DATE: 11/10/2017

CLOSING DATE: 11/24/2017

POSITION TITLE:

COOK I-III

SALARY:

GL-2/1 – 4/1, \$ 291.50 B/W - \$ 316.23 B/W

LOCATION:

NGARCHELONG ELEMENTARY SCHOOL
BUREAU OF EDUCATION ADMINISTRATION
MINISTRY OF EDUCATION

SOURCE OF FUND:

LOCAL

DUTIES AND RESPONSIBILITIES:

- Prepare and serve lunch to students according to food services standards; Supervise the students while in the kitchen during lunch hour.....**60%**
- Ensure that kitchen and cafeteria meets cleanliness and sanitation standards.....**30%**
- Collect required operational data and generate required reports.....**5%**
- Perform other related tasks that may be assigned by supervisor.....**5%**

MINIMUM QUALIFICATIONS AND OTHER REQUIREMENTS:

Elementary Certificate plus some High School is required with valid health certificate.