



Position Title: Cashier/Prep Assistant (2 part-time)
Supervisor: Café Manager
Opening Date: October 22, 2021
Closing Date: Until Filled
Salary: DOQ

QUALIFICATIONS:

- High school diploma or equivalent. Preference to/for CCCC students.
- One or more years of experience.

SUMMARY OF RESPONSIBILITIES:

- Clean and maintain work area daily; assure compliance with the North Dakota State & Spirit Lake health codes and sanitation standards.
- Knowledge of operating a cash register, taking orders, ringing them up and giving the correct change.
- Daily reconciliation of the cash register.
- Daily reconciliation of the employee meal tickets and credit card sales.
- Knowledge or willing to learn USDA menu guidelines.
- Ability to operate a variety of kitchen equipment in order to cook, measure, mix, wash, peel, cut, or shred meats, fruits, vegetables or other ingredients.
- Label and date all items and store in appropriate areas.
- Ability to lift and carry 30 pounds. May be required to setup and maintain food service lines.
- Provide friendly and professional service to customers.
- Must take and successfully pass Food Handler Certification and recertify as needed.
- Assist in monthly inventory counts.
- Participate in increasing knowledge of Dakota culture and language.
- Other duties as assigned.

Appointment will be subject to the applicant's successful completion of a satisfactory criminal background check and drug screening. CCCC gives preference to qualified Native American's and Veterans in accordance with the Spirit Lake Tribal Employment Rights Ordinance (TERO). CCCC is an EEOC Employer.