



The Meherrin River Regional Jail is now hiring for the position of:

Assistant Food Service Director

Direct contact and supervision of inmates. Responsible for supervising the preparation, cooking and serving of meals in the facility for staff and incarcerated individuals, to include training of inmate workers. Responsible for the cleanliness of the kitchen and equipment. Enforce and follow sanitation and cleaning standards for kitchen operations. Ensure food is prepared within timelines, to meet nutritional standards. Ensure food meets Department of Health Standards. Ensure food served is proportioned correctly and according to direction. Supervise the use of kitchen equipment in a safe manner. Responsible for securing the kitchen facility at the end of the shift. Compile and maintain utensil inventory. Maintain accurate records as required by governing agencies. Responsible for proper storage and use of food. Hiring Range is \$27,861 - \$34,826 based on training and experience. This position will be open until filled.

Minimum qualifications are as follows:

Be a high school graduate or equivalent, preferably supplemented by college level work in nutrition preferred

Must be 21 years of age

Possess a valid Virginia or North Carolina driver's license

Pass a drug screening

Have the ability to pass an extensive criminal history, background and credit report check

Minimum of three (3) years of Foodservice and/or Food Preparation experience, with one (1) year in supervisory/management capacity preferably in an institutional setting, or a combination of education and experience equivalent to these requirements

Must be ServSafe certified or willing to obtain such certification as required by the Health Department

Must maintain a telephone in residence for emergency contact

Must be willing to be in an on-call status

A Meherrin River Regional Jail Application can be picked up at the following locations or on our website at www.mrrj.org :

The Meherrin River Regional Jail Alberta Facility at 9000 Boydton Plank Road, Alberta, VA

The Meherrin River Regional Jail Mecklenburg Facility at 600 Prison Road, Boydton, VA

Please forward all questions to Ms. Rhonda Fitchett at (434) 949-6700 ext. 211. The Meherrin River Regional Jail is an Equal Opportunity Employer.