

*Zane Trace Local School District  
946 State Route 180  
Chillicothe, OH 45601*

## **VACANCY NOTICE**

Date Posted: November 15, 2021

Application Deadline: December 1, 2021, 3:00 P.M.

Position: Substitute Cook

General Qualifications:

1. Must have a High School Diploma or equivalent
2. Must have good math and reading skills
3. Possess moderate technology skills
4. Ability to work cooperatively with supervisor, head cook, school staff, students and public
5. Possess the physical ability to stand for extended periods of time
6. Possess the physical ability to push, move, pull, lift and carry a minimum of 40 pounds
7. Ability to multitask as needed and to work independently with little direction, maximizing use of time
8. Possess a high moral character as evidenced by the absence of any criminal or unethical convictions or rehabilitation to the satisfaction of the Board of Education

In accordance with Article 6 of the Master Agreement between the Zane Trace School Support Association and the Zane Trace Board of Education, vacancies exist and are posted pursuant to the conditions therein. All interested applicants are invited to submit a letter of application highlighting qualifications for the position.

Contact Person: Robert Dunn, Café Supervisor  
Zane Trace Local School District  
Chillicothe, Ohio 45601  
Phone 740-773-8934  
Fax 740-773-0249

It is the policy of the Zane Trace Local School District that educational activities, employment practices, programs, and services are offered without regard to race, color, national origin, gender, religion, handicap, or age.