



Kitchen Operations Assistant

Preble Street's direct service, emergency food work meets basic needs of people who are experiencing hunger and food insecurity, providing 1,000,000 meals a year to our community members. An exciting opportunity to work as a full-time member of the Food Programs team is currently available, as a Kitchen Operations Assistant (KOA).

The KOA is a hands-on position, responsible for assisting the Food Programs Supervisor, including oversight of meal shifts and assists in meal preparations for Mobile Food Services and in Food Pantry operations, including set up, breakdown, and storage.

Schedule: Sunday-Thursday

Job Requirements:

- Associate's degree in food service related field or equivalent work experience and a minimum of 1-3 years of food service operations experience.
- Understanding of the Preble Street mission, and positive regard for individuals experiencing homelessness and/or living in poverty.
- Must be able to maintain a clean and efficient kitchen operation while overseeing that all meals are prepared properly and served on time.
- Strong organizational and communication skills, and experience working in a team setting with a diverse population are also required.
- Ability to drive a small cargo truck, with a valid driver's license and an acceptable motor vehicle record.
- ServSafe certification are preferred qualifications.

Compensation and Benefits:

- \$15.38/hr.
- Medical w/100% employer paid option
- Dental w/100% employer paid option
- Vision
- Employer Paid Life, STD, and LTD
- 403(b) retirement plan w/ employer match
- 160 vacation hours per year, 96 sick hours per year, and 16 personal hours per year
- 12 Paid Holidays
- Optional supplemental Life, Critical Illness, and AD&D options

To Apply

Please submit an application, cover letter, and resume to: humanresources@preblestreet.org

Automatically-generated confirmations of receipt will be sent in response to applications sent via email. Only those candidates selected for interviews will be otherwise contacted. *Preble Street, a 501(c)(3) nonprofit agency, has been working since 1975 to provide best practice social services that meet urgent needs and end hunger and homelessness for individuals and families in Maine living in poverty. Operating from seven sites in Portland, Lewiston, and Bangor, Preble Street programs include Street Outreach Collaborative, Maine Medical Center-Preble Street Learning Collaborative, Food Programs, Maine Hunger Initiative, Advocacy, Veterans Housing Services, Logan Place, Florence House, Huston Commons, Teen Services, Anti-Trafficking Services, and Homeless Voices for Justice. Preble Street is an equal opportunity employer that does not discriminate on the basis of race, religion, color, national origin, sex, military status, age, disability, sexual orientation, gender identity, genetic information, creed, citizenship status, or any other characteristic protected by federal, state or local laws. This policy applies to all of Preble Street's hiring practices, and all terms and conditions of employment.*