

# **Breakfast Coordinator**

## **Part time**

**(6:00am-8:30am Mon – Fri)**

### **Principal Duties:**

1. The preparation, set-up, service and clean up of breakfast.
2. Daily cleaning of the kitchen and dining areas.
3. Proper storage, rotation and inventory of all food items.
4. Completion of daily record keeping that tracks families/individuals that take part in the meals that morning.
5. Maintaining food storage, preparation, service areas, dining areas and equipment to remain in compliance with NY State Sanitary Code; Part 14 of Title 10 of the NYS Department of Health and all other applicable regulatory agencies.

### **Qualifications:**

**Education/Knowledge:** Interpersonal skills, sensitivity to homeless, mentally ill, low income and other needy populations. Ability to work independently, but yet as part of a team. Flexibility and organizational skills.

***Submit letter of interest to:  
Jerry Bissessar, Operations Manager  
Hudson River Lodging  
[jbissessar@hudsonriverhousing.org](mailto:jbissessar@hudsonriverhousing.org)***

*Posted: 3/3/10*

**No phone calls please**