



SAINT IGNATIUS

Cleveland • Jesuit • 1886

Position Profile: Jesuit Community Cook

About the Position:

Saint Ignatius High School, a highly successful Jesuit college preparatory school for boys in Cleveland, Ohio, is seeking an experienced professional Cook for the private residence of the Jesuit Community on the campus of Saint Ignatius High School consisting of approximately 10-12 Jesuit priests. The ideal candidate will possess both customer and food service skills necessary to provide kitchen management and high quality, creative meals, snacks and occasional special event presentations according to the needs and diet restrictions of the Jesuit community members and guests. This is a 12-month position working Sunday through Thursday throughout the calendar year approximately 30 hours per week and includes participation in our generous benefits package.

As a Catholic School in the Jesuit tradition, Saint Ignatius has been educating “Men for Others” for 125 years. The school is known locally, as well as nationally, as a leader in educational excellence. At graduation, students will be open to growth, intellectually competent, religious, loving, and committed to peace and justice.

Primary Areas of Responsibility:

- Prepare meals weekly as needed Sunday through Thursday. Occasional flexibility with daily schedule as required.
- Perform all grocery shopping needs of the community based upon menu requirements and special requests.
- Prepare high quality and creative meals, from comfort to ethnic foods, made from scratch, using quality ingredients that are healthy, attractive and delicious.
- Perform duties involved in the safe preparation, service, handling, purchasing and storage of food.
- Perform daily duties involved in the cleaning and sanitizing of equipment, small wares, service ware and facilities.
- Perform occasional responsibilities outside of normal working hours due to special event catering requirements.

Qualifications:

- 3-5 years experience as a private chef or in a professional kitchen preferred
- High school diploma or GED certificate preferred
- ServSafe Certificate Required

The successful candidate will demonstrate the following competencies:

- Ability to follow oral and written instructions.
- Ability to communicate effectively.
- Ability to learn operation of all food service equipment and prepare foods from preferred and standardized recipes.
- Demonstrated customer service orientation and willingness to have positive interaction with community residents and guests.
- Maintain a neat and appropriate appearance and project good health habits.
- Ability to work effectively within a team and on own initiative.
- Familiarity with unique Jesuit identity and school mission.
- Willingness to engage in personal educational and faith development.

The position offers a unique opportunity to the candidate who is willing to contribute significantly to sustaining a school where:

- The Catholic Faith is highly valued.
- People are believed in, honored and cared for.
- The natural talents and creative abilities of persons are recognized and celebrated.
- Individual contributions and accomplishments are appreciated.
- Everyone is treated fairly and justly.
- Sacrifice on behalf of the economically poor, the socially deprived, and the educationally disadvantaged is commonplace.
- Each person finds the challenge, encouragement and support needed to reach his fullest individual potential for excellence.
- We help one another and work together with enthusiasm and generosity, attempting to model concretely in word and action the ideals we uphold for our students and ourselves.

About Saint Ignatius High School:

Saint Ignatius High School, which opened its doors September 6, 1886, is a Jesuit college-preparatory school. The school enrolls more than 1,500 young men who hail from 96 cities in a nine-county region.

Academically, Saint Ignatius is a regional and state leader in National Merit finalists. To challenge students and prepare them for college, the Saint Ignatius curriculum offers 17 Advanced Placement (AP) and 21 honors subjects. In September 2009, the school was designated a Blue Ribbon school by the U.S. Department of Education.

A Saint Ignatius education prepares students to become competent, concerned and socially responsible members of their communities. With a motto of Men for Others, there is a prime concern for the development of Christian values among all students. Part of the Saint Ignatius student experience includes the promotion of faith in the service of justice.

Located in close proximity to downtown Cleveland in the vibrant and energetic Ohio City neighborhood, the school occupies 23 acres and includes 19 buildings and three athletic fields. The school has 120 faculty members, 90 percent of whom hold advanced degrees. Fifty-seven percent have spent 10 years or more teaching at Saint Ignatius.

Applicants with Disabilities

As an equal opportunity employer, Saint Ignatius High School is committed to a diverse workforce. In order to ensure reasonable accommodation for individuals protected by

Title I of the Americans with Disabilities Act of 1990 (as amended), applicants that require accommodation in the job application process may contact the Human Resources Office at 216-651-0222 for assistance.

Submit electronically a letter of interest and resume to: SIHSPosting63@ignatius.edu.

Deadline: Friday, December 4, 2020

Candidates are encouraged to visit the Saint Ignatius website:
<https://www.ignatius.edu/about/employment>