

YAKAMA NATION HUMAN RESOURCES DEPARTMENT
JOB ANNOUNCEMENT



Announcement # 2012-105 Issue Date: 07-23-12 Closing Date: 08-03-12

Community Program Aide I
Area Agency on Aging
Department of Health & Human Services
Hourly Wage: DOQ/Part-Time/Regular

Performs duties under supervision of Lead Cook in preparing and delivery of home delivered meals (meals on wheels). Maintains standards of sanitation and cleanliness in handling food and in the food preparation area.

Knowledge, Skills and Abilities:

- ❖ Ability to prepare, cook and serve food.
- ❖ Ability to prepare traditional foods.
- ❖ Ability to read, write, and understand English.
- ❖ Ability to speak the Yakama language would be helpful.
- ❖ Ability to take daily food temperatures and maintain temperature logbook.
- ❖ Ability to communicate effectively with the elderly, co-workers and emergency personnel when needed.
- ❖ Ability to operate program vehicle following all safety requirements.
- ❖ Knowledge of safe proper use of kitchen equipment and appliances.
- ❖ Knowledge of the boundaries of the Yakama Reservation.
- ❖ Ability to obtain emergency assistance when needed.

General Recruiting Indicators:

- ❖ Must be able to work flexible hours.
- ❖ Must be able to travel to training when required.
- ❖ Must have a valid WA State Food Handlers Permit.
- ❖ Must have a clear and valid Washington State Driver's License and upon appointment to position be able to obtain a Tribal Driving Permit.
- ❖ Must pass a criminal background check.
- ❖ Must pass a pre-employment drug and alcohol test.