



## Ramah Navajo Chapter

Office of Grants & Contracts  
Administration  
HCR 61, Box 13  
Ramah, New Mexico 87321-9601  
Telephone (505) 775-7100  
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**RN-2018-017**

### **RN CORRECTIONS – (1) PART-TIME COOK**

**(Weekend Only and On-Call Basis)**

Ramah Navajo Corrections Department position opening: High School Diploma or GED plus six months food preparation experience. Knowledge of well-balanced and nutritious meal preparation; proper and safe food handling, storage, and disposal requirements. Ability to safely operate various cooking equipment including institutional models and kitchen appliances. Knowledge of proper care, cleaning and use of food preparation and equipment. Skill in long range healthy and nutritious menu planning and maintaining food supply inventory. Knowledge of Environmental Health and Safety, National Food Safety and US Department of Agriculture and other mandated federal requirements and guidelines. Must be able to stand and walk for up to 8 hours per day; use hands to handle objects and equipment; hands and arms to reach; extensive repetitive use of hands and arms. Must be able to lift 50 lbs. Able to work as a team member in a structured working environment.

Must possess a valid driver's license and be able to pass a criminal background check; a valid Food Handlers Permit; Safe Serve Certificate; and First Aid/CPR Certification.

**Closing Date: November 21, 2018**

A Ramah Navajo Chapter employment application with certificates, degrees, commissions or licenses must be submitted to the Human Resources by the closing date. **Ramah Navajo Chapter gives preference to eligible applicants according to the Navajo Preference in Employment Act.** Inquires can be made to Human Resources Technician at (505) 775-7100 or via email at [DianeLee@ramahnavajo.org](mailto:DianeLee@ramahnavajo.org). Application may be obtained off our website at [www.ramahnavajo.org](http://www.ramahnavajo.org). Follow us on Facebook.