

NOTICE OF ELIGIBILITY

JAIL FOOD SERVICES MANAGER/ LEAD COOK

Pacific County Sheriff's Office

Notice is hereby given that the Pacific County Civil Service Commission is establishing an eligibility register for Food Services Manager/ Lead Cook with the Pacific County Sheriff's Office. The Civil Service Examiner will accept applications until July 28, 2021 at 3:00pm.

The salary range for Food Services Manager/ Lead Cook is \$3,115 - \$3,578 plus benefits.

Cook Minimum Qualifications

- U.S. Citizen or legal permanent resident.
- Minimum age of 21 at time of appointment.
- High School diploma or G.E.D. certificate.
- Valid driver's license.
- Ability to read and write English as required by RCW 41.14.100.
- Must have food handler's permit.
- Five (5) years minimum experience as a cook.

Application Procedure

- Applications may be obtained at the Pacific County Civil Service Office (1216 W Robert Bush Drive, South Bend, WA 98586), email at civilservice@co.pacific.wa.us, or by calling (360) 875-9334.
- Complete the Pacific County application for employment.
- Submit application packet to **Pacific County Civil Service Commission, PO Box 6, South Bend, WA 98586** or in person to the Civil Service/General Administration office in the Pacific County Annex Building. Completed application packet must be received by **July 28, 2021 at 3:00pm**.

Examination Process

- Candidates will be required to submit a current food handler's permit. *If permit was obtained outside of Pacific County, applicant must submit score from food handler's test from organization in which permit was supplied or where test was taken for Chief Examiner to request score.*
- Veterans preference, as set out in RCW 41.04.005 and 41.04.010 shall be applied when entitled.
- As openings in the Food Services Manager/Lead Cook class occur, the Civil Service Examiner will submit the top 5 names on the eligibility list to the Sheriff for consideration in filling the vacancy. Once certified, civil service registers are typically in place for a year, unless there is cause to abandon the register before that time.

Additional information may be obtained by calling Amanda Bennett at 360-875-9334 or email civilservice@co.pacific.wa.us.

Pacific County does not discriminate on the basis of race, color, national origin, sex, Religion, age or disability in employment or the provision of services.