TROUP COUNTY
GEORGIA

JOB OPENING
Troup County Government

Position:	Dept:	Salary:
Kitchen Assistant (PT)	Active Life Center - LaGrange	$12.00 /Hr

Under general supervision and instruction this position is responsible for assisting the Nutrition Supervisor in the food preparation and service. Work as a team member in the careful cleaning and maintenance of kitchen area.

Qualifications/Knowledge:

- High school diploma or GED, current valid driver's license
- Knowledge of food preparation and safety principles
- Knowledge of kitchen equipment
- Knowledge of customer service principles
- Skill in planning and problem solving
- Skill in interpersonal relations and working with older people
- Skill in oral and written communication

Essential Duties and Responsibilities:

- Assists in the proper preparation of high quality and good tasting meals for the Congregate and Home Delivered Meals' Programs
- Assists in the proper set-up, service and clean-up of all meals
- Helps maintain a high standard of cleanliness throughout the kitchen area
- Reviews to do list with supervisors to set priorities
- Attends staff training and development training as requested by supervisors
- Helps maintain all kitchen equipment and reports all maintenance needs to supervisor
- Assists where needed at the Active Life Center during urgent situations
- Performs all other related duties as assigned

Employment Applications will be accepted Until Filled on Troup County's wesbsite @ www.troupcountyga.gov

Job #:11202026 Kitchen Assistant PT

Valerie P. Heard
Valerie P. Heard, Human Resources Director

Eric Mosley
Eric Mosley, County Manager

Troup County is an Equal Opportunity Employer - A Drug Free and Tobacco Free Workplace

11/20/2026