

# ADAMS CENTRAL COMMUNITY SCHOOLS

222 West Washington Street, Monroe, IN 46772 • Phone: 260-692-6193

OFFICE OF THE SUPERINTENDENT

Mr. Joel Mahaffey



Dawn Cook  
Corporation Treasurer

Arnita Heyerly  
Director of Human Resources

Kelli Fuhrmann  
Secretary to Superintendent

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## Notice of Vacancy

**Date:** July 12, 2023

**Deadline to Apply:** July 19, 2023 or until filled

**Position:** Food Service Position

**Starting Date:** Upcoming School Year

**Essential Functions of the Position:** Ideal candidate must be able to stand for a long period of time; possess knowledge, willingness, and ability to implement proper food safety and safety procedures. Communication skills required for school environment. Duties included, but not limited to: food prep, dishwashing and serving food to staff and students. Must be able to lift up to, but not limited to 40 lbs. Candidate in this position will work 5 days a week with hours to be approximately 7:15 am-2:15 pm, but could fluctuate daily.

**Immediate Supervisor:** Jennifer Harshman, Food Service Director

Those interested in applying for this position may do so by obtaining an application through the Adams Central Community Schools website: [www.accs.k12.in.us](http://www.accs.k12.in.us) and submitting a letter of interest, resume and one recommendation letter to: Adams Central Community Schools, Attn: Director of Human Resources, 222 West Washington Street, Monroe, IN 46772 or email: [hr@accs.k12.in.us](mailto:hr@accs.k12.in.us).

Adams Central Community Schools is committed to equal opportunities for all. It does not discriminate on the basis of race, color, religion, national origin, sexual orientation, gender, identity, disability, or age in its programs, activities, and employment practices.  
(Board Policy Section 5000).



**Inspiring and Empowering Students to Succeed**