



## CAREER OPPORTUNITY

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|-------------------------|---|
| <b>Job Title:</b>       | Jail Cook   |
| <b>Department:</b>      | Sheriff/Jail  |
| <b>Location:</b>        | 405 Randle, Edwardsville, IL 62025                                    |
| <b>Starting Salary:</b> | Madison County AFSCME Pay Step Plan Grade 6- \$21.39                  |
| <b>Hours of Work:</b>   | This position has varying shifts between 5 am and 5 pm, days off vary |
| <b>Closing Date:</b>    | Until filled  |

### Summary of Position

Prepares and serves meals at the Madison County Jail.

### Examples of Duties and Responsibilities

1. Prepares meals according to special diets.
2. Prepares food in an appropriate/proper manner.
3. Assists with cleaning and maintaining the kitchen and its equipment, etc.
4. Serves meals according to meal schedules.
5. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

### Minimum Qualifications

A high school diploma or equivalent and up to six (6) months related experience preferred.

### Physical Requirements

May be required to lift and carry up to 50 pounds up to 10 feet. Stand for extended periods of time. Occasional kneeling, stooping or squatting required. Work in a kitchen environment with hot stove, ovens and fryers.

Qualified individuals please submit resume and applications to:

Jaimie Linton, Madison County Sheriff's Office, 405 Randle, Edwardsville, IL 62025, - or [jlinton@madisoncountyil.gov](mailto:jlinton@madisoncountyil.gov)

Visit [https://www.madisoncountyil.gov/departments/sheriff/job\\_application-sheriff\\_jail.php](https://www.madisoncountyil.gov/departments/sheriff/job_application-sheriff_jail.php) for application and full posting.