

CITY OF RED BLUFF INVITES APPLICATIONS FOR

SENIOR NUTRITION SITE MANAGER
APPLICATION REQUIREMENTS:

HOURLY WAGE: \$8:00/HR
TUESDAY-FRIDAY 9 AM TO 1 PM

Submit the following documentation to:

City of Red Bluff, Attn: Tessa Pritchard, Human Resources Director
555 Washington Street
Red Bluff, Ca 96080
(530) 527-2605 ext. 3073

- 1). City of Red Bluff Employment Application
(Applications may be obtained in person or by mail at the above address.)
- 2). Copy of high school diploma or G.E.D. certified scores and/or college transcripts if applicable.
- 3). Copy of valid California driver's license

Definition of Position

Assists in planning, organizing, coordinating, administering, social, recreational and food service functions in accordance with program requirements and perform related work as required.

Selection Procedure:

All application materials received by the final filing date will be reviewed for accuracy, completeness and job-related qualifications. A limited number of applicants meeting the requirements and demonstrating the most desirable qualifications will be invited to participate in the interview process. It is, therefore, important that the application be thorough, detailed, and clear. The interview and selection processes may consist of any one or a combination of the following: an oral panel interview, a possible second interview, pre-employment fitness for duty and Drug screening. An eligibility list of qualified applicants will be established following the testing and interview process. The list will be in effect for 1 year.

The contents of this announcement shall not be construed to constitute any expressed or implied warranty or guarantee, nor shall it constitute a contract or offer of employment. The City of Red Bluff assumes no responsibility for the accuracy of the position description and the actual duties of the job, nor does it assume responsibility for any errors or omissions in the information contained herein. The provisions contained in this announcement may be modified or revoked without notice.

EOE. We do not discriminate on the basis of race, Religious creed, color, national origin, ancestry, physical handicap, mental disability, medical condition, marital status, sexual orientation, or age.

FINAL FILING DATE – FEBRUARY 2, 2012 AT 5:00 P.M.

Postmarks will not be Accepted