



**HEAD START COOK  
(On-Call Cook Driving Position)  
Temporary Non-Benefited**

The SACRAMENTO EMPLOYMENT & TRAINING AGENCY (SETA), a joint power agency of the City and County of Sacramento, was formed in 1978. From its inception, SETA has been an effective force in connecting people to jobs, business owners to quality employees, education and nutrition to children, assistance to refugees, and hope to many Sacramento area residents. For additional information, please visit us at [www.seta.net](http://www.seta.net).



We are looking for temporary/on-call Head Start Cook Drivers. This is a specialized classification for positions that perform food preparation, delivery, and service assignments in the Head Start Program operated by the Sacramento Employment and Training Agency. Duties include food preparation, food delivery, sanitation, and record-keeping assignment.

**Program Summary:** The SETA Head Start mission is to improve the lives of low-income children by providing quality comprehensive child development services that are family focused, including education, health, nutrition and mental health.

**Position Summary:** Under general direction, this position includes food preparation, pick-up and delivery of food to various Head Start sites, assist with menu planning, maintain food preparation and service facilities in a clean and orderly condition, and perform related work as required.



**Salary:** \$18.42/Hr.

**Minimum Qualifications:** At least one (1) year of working experience (paid or volunteer) as a cook.

**SPECIAL REQUIREMENTS:** Possession of a valid class C Driver's License is required. A good driving record of at least three (3) years duration, as evidenced by freedom from multiple or serious traffic violations or accidents. ***Additionally, must be over the age of twenty-one (21) for insurance purposes.***

**WHO MAY AND HOW TO APPLY:** A completed SETA application must be submitted using the online application which can be found below:

[Click Here to Apply](#)

Upon job offer individuals will be required to complete a pre-employment health screening, TB test, Motor Vehicle Records (MVR) check, and background check, and provide copies of immunization records for MMR, TDAP and flu (or flu waiver).

**POSTING DATE: Wednesday, October 30, 2024**

**FINAL FILING DATE: Wednesday, November 13, 2024 by 5 pm.**

Auxiliary aids and services are available upon request to individuals with disabilities. SETA is an Equal Opportunity Employer.