

# **Job Posting: Food Safety Advisor**

Apply to be FOOD SAFETY ADVISOR with the  
Oberlin Student Cooperative Association

**Employment: August-May (40 hours/week)**

**Hours: Monday through Thursday, 8:00 AM-4:00 PM**

**Salary: Commensurate with experience**

## **Job Summary**

This position works cooperatively with other operational staff members to maintain at-cost, health code-compliant, quality food service operations in the Oberlin Student Cooperative Association (OSCA). This position assists in managing seven dining facilities and training head cooks and cleanliness coordinators. Other responsibilities include attending cleanliness inspections, regularly communicating with the Lorain County health inspector, collaborating with, communicating frequently with and supporting operational staff, seeking to improve dining procedures in accordance with food safety regulations, regularly sitting on various committee meetings, and completing the aforementioned duties in adherence to OSCA policy and its rent contract with Oberlin College.

## **Qualifications**

- Technical and up-to-date knowledge of food safety and regulatory requirements as well as experience preparing for health inspections and communicating with inspectors
- Minimum of 5 years in Food Safety Management
- Proficiency in Microsoft Word, Microsoft Excel, and especially Google Docs and Sheets

## **Skills**

- Adapt quickly in a fast-paced work environment
- Resolve and address problems swiftly, efficiently, and responsibly
- Be able to take direction from and be accountable to student officers and staff
- Commitment to actively promoting social justice with emphasis on racial and class justice

Experience working with cooperatives is a plus.

Applications accepted until the position is filled.

To apply, please submit resume, three business references, and cover letter to:

**Oberlin Student Cooperative Association**

**M.P.O. Box 118**

**Oberlin, Ohio 440740118**

**No phone calls or dropoffs.**