



Baker

(Baker)

Department: Campus Dining
Recruitment #: S1964
Application Deadline: Review begins **September 1, 2019**. Position open until filled.
Salary Range: \$2526 - \$3696

This is a regular, 12-month, full-time position and is represented by the Service Employees International Union/Oregon Public Employees Union (SEIU).

Benefits:

Western Oregon University's offers an excellent benefits package for eligible employees which includes 95% premium paid healthcare, a generous retirement and vacation package, and reduced tuition rates for employee, spouse or dependent at any of the Oregon Public Universities. <http://www.wou.edu/hr/benefits/>

Department / Job Summary:

This position is in the Campus Dining department at Western Oregon University in Monmouth. Employees International Service Union. Valsetz Food Court services approximately 2,400 meals daily to primarily students living in the residence halls. Service includes "a la carte", buffet conference meal service, "take-out" and some catering orders

<http://www.wou.edu/housing/dining-western-oregon-university/>

The Baker prepares all bakery products for the Food Court, summer conference buffet service, and Werner University Center food establishments, in addition to producing desserts and other baked goods for catering orders. This position will set-up and break-down toppings for the waffle bar. The baker posts menu signs with pricing for bakery items and works with managers/marketing to create signs. This position assists with the supervision of student staff during their scheduled shift, trains and monitors student employees in proper production and portioning techniques in the bakery, and trains student labor regarding enforcement of department policies, sanitary and safe food service procedures. The Baker stocks shelves with pastries and desserts and fills in for other production staff.

We are not considering candidates who require Visa sponsorship support. Additionally, the university typically only considers visa support for employees placed in specialized positions that are continuing regular university appointments.

Working Conditions:

- Standing on hard surfaces for prolonged periods of time; requires routine lifting of 30 – 50 lbs.; required to work in coolers of 34°F, around steam, hot fat and ovens, on wet slippery floors, and with commercial cleaning agents.
- Required to work holidays when they fall on days that Valsetz is open for business; school year work schedule is M – F, 6:00am – 2:30pm.; the school year schedule could change as the operation needs change; required to work a flexible and irregular work schedule as needed
- Uniform required: black pants, black or white rubber soled shoes (WOU provides chef coat and required headwear)

Minimum Qualifications:

- Two years professional cooking experience AND one year of experience as a baker in an institution or commercial bakery
- Valid Food Handlers card or ServSafe certificate
- Ability to read, write, calculate simple math problems and follow standardized recipes, using dry and liquid measuring units
- Excellent interpersonal communication skills and the ability to perform lead work duties, model excellent teamwork, and meet daily production demands

****A criminal background check will be required as a condition of employment**

Application Instructions:

You may submit all materials online at www.wou.edu/classified

Required application materials (PDF preferred):

1. WOU Employment Application [available here](#)
2. Letter of application that addresses each qualification of the position. Please include how your experience, education, and/or training might help us build a more inclusive, collaborative, and diverse community
3. Resume
4. Contact information for three references
5. Copy of current Food Handler's card or ServSafe certificate

As an alternative, you may also submit application materials to:

S1964, Baker, Human Resources, Western Oregon University, 345 Monmouth Ave N, Monmouth, OR 97361; OR E-mail to employment@wou.edu; OR fax to: 503-838-8144

Western Oregon University (WOU) is a mid-sized public comprehensive university located in the heart of Oregon's lush Willamette Valley. The university serves a large number of first-generation college students. WOU has received national recognition for its commitment and success in serving students. The campus is about 20 minutes from Salem, the state's capital, about 75 minutes from Portland, the state's cultural hub, and a short drive from the Oregon coast, mountains, and other scenic areas. The university is located in an increasingly diverse, bilingual, and rural area in the Willamette Valley. Our student body of about 4800 undergraduate and 600 graduate students enjoys a vibrant and close-knit intellectual community.

Western Oregon University is an AA/EOE/Veteran/Disability employer and is committed to fostering diversity in its student body, faculty, and staff.