



HENDERSON COUNTY HUMAN RESOURCES DEPARTMENT

112 FIRST AVENUE WEST
HENDERSONVILLE, NC 28792

Memo

To: All Interested Candidates
From: Karen Ensley, Human Resources Director
Date: February 22nd, 2024
RE: Job Posting – Full-Time Detention Cook – Henderson County Sheriff's Office

Duties and Responsibilities: This position performs responsible routine cooking duties in the Henderson County Detention Facility. The employee performs related work as required under regular supervision of the Food Services Supervisor. Some of the specific duties include: preparing, cooking, and serving regular and/or special diet meals to inmates; cleaning kitchen and kitchen equipment; assisting with the inventory of supplies and food; accepting and verifying deliveries; rotating stock.

Qualifications: Any combination of education and experience equivalent to graduation from high school and some experience preparing food in large lots and/or working under the supervision of a certified dietician

Pre-employment drug test and background checks required of finalist applicants.

An application for employment specific to the Sheriff's Office, obtained from our website, www.hendersoncountync.gov/sheriff or from the front desk at the Sheriff's office, must be completed and submitted in person or by mail to the Henderson County Department of Human Resources (112 First Avenue West, Hendersonville, NC 28792) OR to the Sheriff's Office (100 North Grove Street, Hendersonville, NC 28792) OR by email to Professional Responsibility at sheriffjobs@hendersoncountync.gov

The deadline for application is: **Open until filled.**

Starting rate: \$15.00 per hour
Grade: 30

Phone: (828) 697-4669 ♦ Fax: (828) 698-6184
hrd@hendersoncountync.gov
www.hendersoncountync.gov/hr
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