

Notice of Employment

The Millard County Sheriff's Office is currently accepting applications for an **Assistant Kitchen Supervisor**. This position works under the general supervision of the Kitchen Supervisor performing a variety of skilled duties related to overseeing the preparation and serving of food and food items to facility prisoners and shift personnel. Kitchen staff positions involve shift work and weekends. Shifts are on a rotating set schedule and employees have every other weekend off. Employees are given their schedule four weeks in advance.

Minimum eligibility requirements include, but are not limited to:

- Excellent verbal and written communication skills. Ability to write accurately and grammatically correct reports.
- Read and follow recipes; establish and maintain effective working relationships with supervisors, coworkers and prisoners.
- Must be 21 years of age or older, a High School graduate or equivalent, and a U.S. Citizen at time of employment.
- Possess valid Utah Driver License
- Successfully pass pre-employment drug screening, background check, truth verification examination, and a psychological screening test.
- Employees are subject to random drug testing.
- May involve residency requirements.

Applications are available at www.millardsheriff.org, or in person at the Millard County Sheriff's Office, 765 South Hwy 99, Fillmore, Utah 84631. Applications may be submitted at the Millard County Sheriff's Office at 765 South Hwy 99, Fillmore, Utah 84631. Salary will be determined by the Sheriff and County Commission based on current policies. This position will remain open until filled. Applicants will be notified by mail of applicable testing dates, times, and locations.

Millard County is an equal opportunity employer