

**City of New York  
DEPARTMENT OF CORRECTION  
Job Posting Notice**

<b>Civil Service Title:</b> Dietary Aide	<b>Level:</b> N/A
<b>Title Code No:</b> 81801	<b>Salary:</b> \$32,221-\$37,054 <b>Frequency:</b> ANNUAL
<b>Business Title:</b> Dietary Aide	<b>Work Location:</b> Rikers Island, East Elmhurst, NY 11370
<b>Division/Work Unit:</b> Nutritional Services Division	<b>Number of Positions:</b> 2
<b>Job ID:</b> 282814	<b>Hours/Shift:</b> Day Tour
<b>Job Description</b>	
<p>The New York City Department of Corrections (DOC) is one of the largest municipal jail systems in the United States. It provides for the care, custody, and control of persons accused of crimes or convicted and sentenced to one-year or less of jail time. The “DOC” operates 12 inmate facilities, 9 of which are located on Riker’s Island. In addition, the department operates two hospital prison wards (Bellevue and Elmhurst hospitals) and court holding facilities in Criminal, Supreme, and Family Court in each borough.</p> <p>The DOC seeks to hire Dietary Aides who will under immediate supervision, performs work of ordinary difficulty and responsibility in the preparation and service of food in a Correctional institution. Duties include but are not limited to the following:</p> <ul style="list-style-type: none"> <li>• Cleaning the kitchen and kitchen equipment.</li> <li>• Loading and unloading dispatches and stores supplies.</li> <li>• Responsible for garbage disposal and sanitation of the food service area.</li> <li>• Preparing, serving and collecting inmate trays.</li> <li>• Setting up hot and cold cafeteria carts in the serving line.</li> <li>• Assisting in storeroom, scullery, and cooking operations.</li> <li>• When assigned to the West Facility/NIC, organizing the serving area, participating in food service and taking food temperatures to record in the log book.</li> <li>• Monitoring therapeutic diet including storage of full liquid diet and assembling PM snack, soy milk and supplement.</li> <li>• Performing related work as required.</li> </ul>	
<b>Minimum Qualification Requirements</b>	
Ability to read and write English and to understand and carry out simple instruction.	
<b>Residency Requirement</b>	
New York City residency is generally required within 90 days of appointment. However, City Employees in certain titles who have worked for the City for 2 continuous years may also be eligible to reside in Nassau, Suffolk, Putnam, Westchester, Rockland, or Orange County. To determine if the residency requirement applies to you, please discuss with the agency representative at the time of interview.	
<b>To Apply</b>	
For City employees: Go to Employee Self-Service (ESS) - <a href="http://www.nyc.gov/ess">www.nyc.gov/ess</a> and search for Job ID# <b>282814</b>	
For all other applicants: Go to <a href="https://a127-jobs.nyc.gov">https://a127-jobs.nyc.gov</a> and search for Job ID# <b>282814</b>	
Submission of a resume is not a guarantee that you will receive an interview.	
Only those candidates under consideration will be contacted.	
<b>Posting Date:</b> 2/24/17	<b>Post Until:</b> 3/9/17

**The New York City Department of Correction and the City of New York are an Equal Opportunity Employer**