



**Meet your
Food and Nutrition**

HUMAN RESOURCES TEAM



**Barbara
Cardenas**



Richard Novo



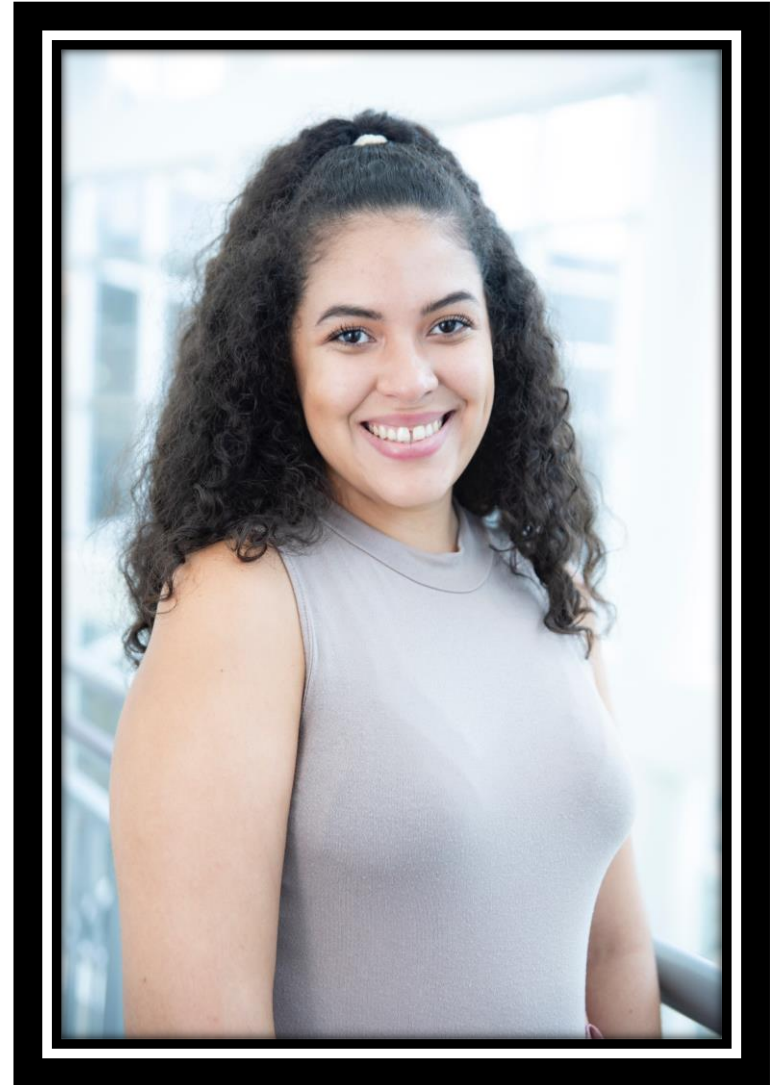
**Robin
Berger**



Nieves Delgado



**Victor
Cano**



Natalie Montenegro

Food & Nutrition SUMMER TRAINING

SUMMER TRAINING OPPORTUNITIES AT FOOD AND NUTRITION

WHERE:
7042 W. FLAGLER STREET
MIAMI, FL 33144

Click on the  icon at the nutrition.dadeschools.net website to submit your request. Space is limited.

CASHIER TRAINING

DATES: 6/14/23, 7/26/23
one (4-hour session)

Training on how to operate the Point-of-Sale Register

ONLINE FOOD ORDERING

DATES: 6/21/23, 7/12/23
one (4-hour session)

Training on various functions of Online Grocery Ordering System

TRAKNOW - BASICS

DATES: 6/15/23, 6/29/23,
7/20/23, 7/27/23
one (4-hour session)

Training on menu planning, ordering, receiving, production records, inventory

SATELLITE ASSISTANT BASICS

DATES: 6/27/23-6/28/23;
7/18/23-7/19/23;
7/25/23-7/26/23
two (4-hour sessions)

Overview and training on menu planning, production records, daily tasks, and job responsibilities

SATELLITE ASSISTANT BOOT CAMP

DATES: 7/10/23-7/18/23
7 days (8-hour sessions)

Training includes Satellite Assistant updates, overview of menu planning, production records, daily tasks, and job responsibilities

FOOD PREP BASIC SKILLS

DATES: 7/10/23, 7/12/23
one (4-hour session)

Training includes customer service, marketing school food service program, HACCP, and menu planning principles

FOOD SERVICE 2.0

DATES: 6/26/23, 7/17/23,
7/24/23
one (4-hour session)

Training includes a refresher of basic food service principles, preparation of recipes, safety and sanitation and customer service

NUTRITION & WELLNESS

DATES: 6/15/23, 7/10/23,
7/27/23
one (4-hour session)

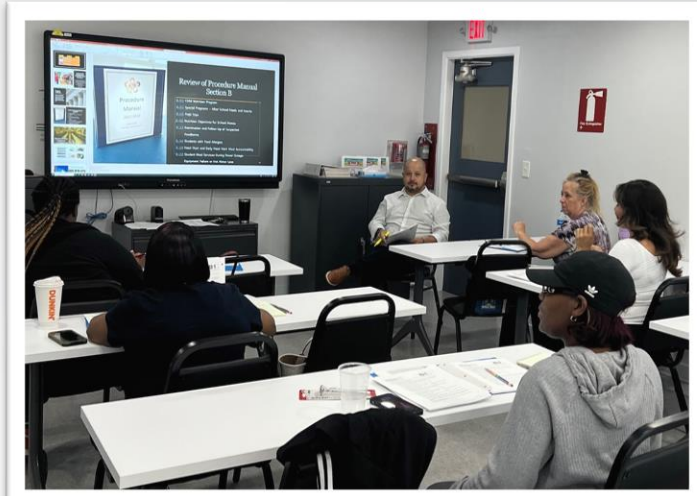
Training includes overview of balanced nutrition, reimbursable meal and the 5 pillars of wellness

Please note that completing the 2023 Summer Training Interest Form does not guarantee your participation. Once registration is complete, you will receive an email and phone call confirmation from the Department of Food and Nutrition.

For questions, please call Mr. Richard Novo at 786-275-0482. **NO WALK-INS**

SUMMER TRAINING

Satellite Assistant Basics & Bootcamp





SUMMER TRAINING: Nutrition and Wellness

Hello!
Hernandez LDND, Supervisor II - Balanced Nutrition
Negro, Nutrition + Wellness Supervisor - The 5 Pillars
of Wellness

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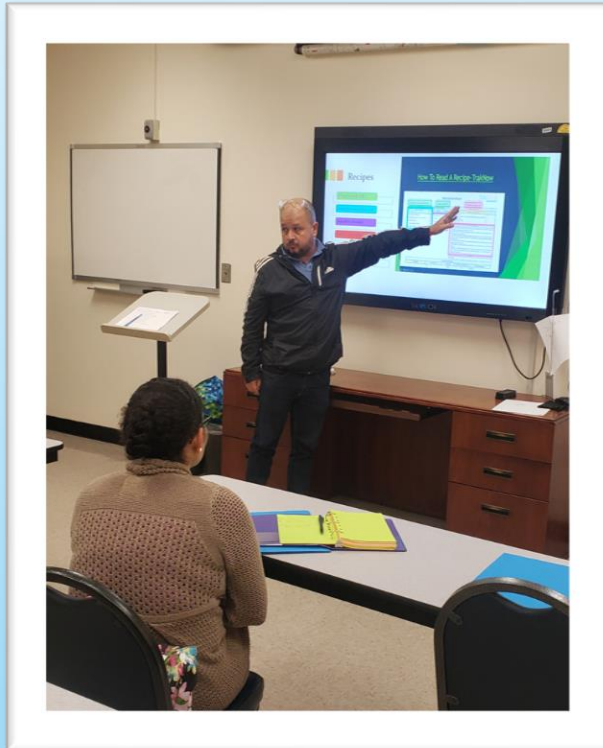


SUMMER TRAINING:

Traknow Basics

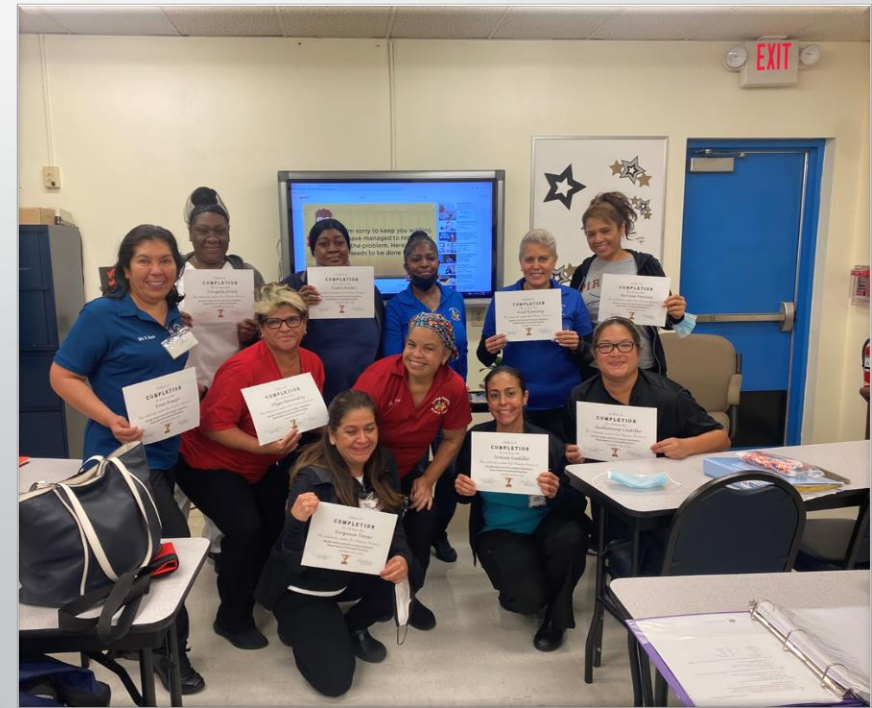
SUMMER TRAINING:

Food Service 2.0



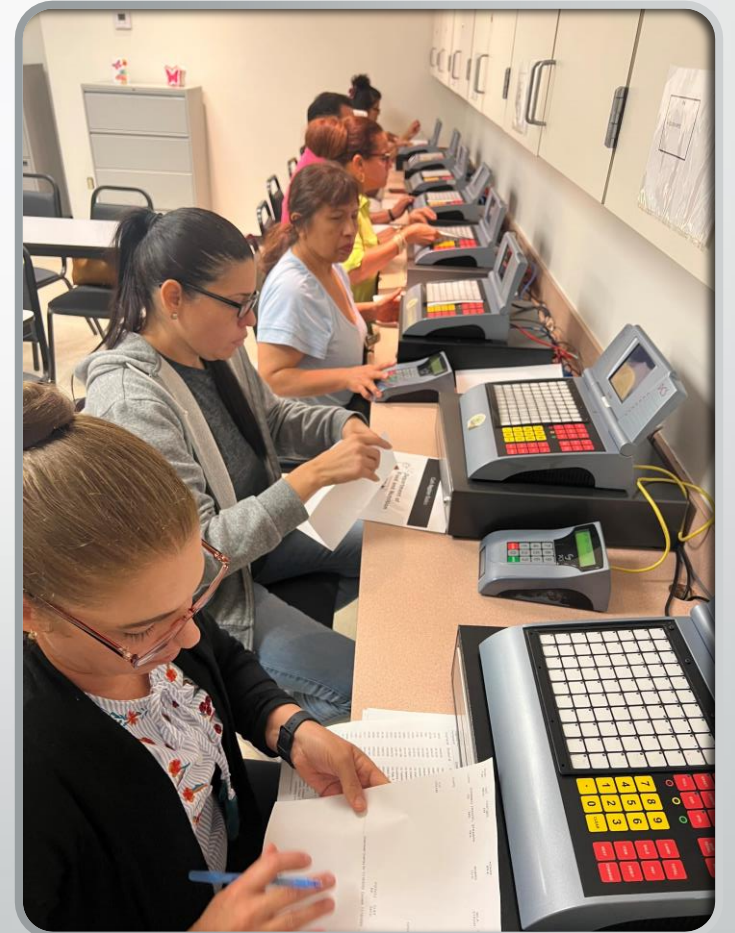
SUMMER TRAINING:

Food Production



SUMMER TRAINING:

POS / Cashier Training



SUMMER TRAINING: **Food Service Manager Intern Class**



JOB FAIR





Upcoming Manager Intern Class





The Department of Food and Nutrition will begin accepting applications on **August 25, 2023**, for the **Food Service Manager Intern Training Class** that will begin in **Fall 2023**. Qualified internal and external candidates may apply.

Interested applicants ****must submit a complete application packet**** via email to Ms. Barbara Cardenas at **bcardenas@dadeschools.net** or hand-delivered (by appointment only) no later than **Friday, September 8, 2023, by 4:00 p.m.**

Applicants must collect and submit all required documents together, as noted below, in a complete packet. **INCOMPLETE PACKETS WILL NOT BE ACCEPTED.** All required documents are to be submitted by the **deadline date of Friday, September 8, 2023.**

Please be advised that complete application packets can either be e-mailed or hand-delivered (**by appointment only**). Applicant will receive an email reply confirming receipt of application packet. To drop off packets, contact 786-275-0473 for appointment. **No walk-ins.**

Upon acceptance into the manager training program, if you do not possess the required minimum applicable six (6) college credits for a Manager I level, you must register with an accredited college or university. Proof of course registration may be required.

CURRENT M-DCPS FOOD SERVICE EMPLOYEE

QUALIFICATIONS

- ✓ Current M-DCPS Food Service employee
- ✓ High School Diploma or G.E.D.
- ✓ Minimum of three (3) years' experience in food production and service in school food service
- ✓ Must have a valid Florida driver's license and reliable transportation (travel throughout the District is required)
- ✓ Successful completion of required M-DCPS training:
 - Food Production
 - Cash Register
 - Computer On-line Food Ordering

APPLICATION PACKET MUST INCLUDE

1. Cover Letter
2. Resume (Must include a detailed work history that documents a minimum of three years' experience in food production)
3. Documentation of Education:
 - a. A copy of your High School Diploma or GED
 - b. Copy of "Official Transcript" from College/University for Advanced Course Work, if applicable
4. Documentation of Training:
 - a. Food Production/Cook's and Bakers (a copy of certificate)
 - b. Cash Register (a copy of certificate)
 - c. Computer On-line Grocery Ordering
5. Two (2) recent, dated (within the past 6 months) letters of recommendation from the following:
 - a. School Site Administrator (Principal, Assistant Principal)
 - b. Food Service Administrator /Food Service Supervisor
 - c. Optional additional letter: Another person who has knowledge of your work performance, character, etc.
6. A copy of Florida driver's license

NON - M-DCPS APPLICANT (EXTERNAL CANDIDATES)

QUALIFICATIONS

- ✓ High School Diploma or G.E.D.
- ✓ Minimum of two (2) years' food service management/supervisory experience
- ✓ Current Food Sanitation and Safety Certification, or equivalent, preferred
- ✓ Six (6) college approved credits in nutrition/hospitality, preferred
- ✓ Experience in Volume /Quantity Food Production
- ✓ Must have a valid Florida driver's license and reliable transportation (travel throughout the District is required)

APPLICATION PACKET MUST INCLUDE

1. Cover Letter
2. Resume (Must include a detailed work history that documents a minimum of two years management/supervisory experience)
3. Documentation of Education:
 - a. A copy of your High School Diploma or GED
 - b. Copy of "Official Transcript" from College/ University for Advanced Course Work, if applicable
4. Documentation of Experience/Training:
 - a. Volume/Quantity Food Production
 - b. Food Sanitation and Safety Certification, or equivalent (a copy of certificate), if applicable
5. Two (2) recent (within the past 6 months) letters of recommendation from Supervisors on letterhead, signed and dated
6. One (1) recent (within the past 6 months) letter from someone who has knowledge of your work performance, character, etc.
7. A copy of Florida driver's license

SCHOOL VACANCIES

(part-time)

School Name	Address	Manager's Name	Phone Number
Arcola Lake Elementary	1037 NW 81 STREET, MIAMI, FL 33150	Alina Stanley	305-696-2481
Edison Park K-8 Center	500 NW 67 STREET, MIAMI, FL 33150	Sonia Brazil	305-751-2337
Flamingo Elementary	701 EAST 33 STREET, HIALEAH, FL 33013	Sonia Perez	305-691-7695
Gilbert Porter Elementary	15851 SW 112 STREET, MIAMI, FL 33196	Julia Hernandez	305-385-8227
Henry Reeves K-8	2005 NW 111 STREET, MIAMI, FL 33167	Boutaina Al Kayyali	305-953-7257
Hialeah Elementary	550 EAST 8 STREET, HIALEAH, FL 33010	Sheila Mincey	305-883-7083
Hialeah Middle	6027 EAST 7 AVENUE, HIALEAH, FL 33013	Marlene Ramos	305-688-9291
Mae Walters Elementary	650 WEST 33 STREET, HIALEAH, FL 33012	Sheila Robinson	305-822-5431
MAST Academy	3979 RICKENBACKER CAUSEWAY, MIAMI, FL 33149	Juanita Jordan	305-365-0077
MAST@FIU Biscayne Bay Campus	3000 NE 151 ST ACADEMIC I - ROOM 395, NM, FL 33181	Nikki Presley	305-919-2012
Miami Springs Senior	751 DOVE AVENUE, MIAMI SPRINGS, FL 33166	Rosa Saavedra	305-885-3182
North Miami Elementary	655 NE 145 STREET, NORTH MIAMI, FL 33161	Barbara Garcia	305-947-2166
North Miami Middle	700 NE 137 STREET, NORTH MIAMI, FL 33161	Bernice Washington	305-892-3678
Phyllis R. Miller Elementary	840 NE 87 STREET, MIAMI, FL 33138	Beverlyn Bethel	305-756-3813
Silver Bluff Elementary	2609 SW 25 AVENUE, MIAMI, FL 33133	Alba Luz Morales	305-854-7910
South Miami K-8 Center	6800 SW 60 STREET, SOUTH MIAMI, FL 33143	Margarita Alvarez	305-665-2038
South Miami Senior	6856 SW 53 STREET, MIAMI, FL 33155	Rita Morin	305-666-5468
South Pointe Elementary	1050 FOURTH STREET, MIAMI BEACH, FL 33139	Ruby Miller	305-673-2242
Southwood Middle	16301 SW 80 AVENUE, PALMETTO BAY, FL 33157	Marie Gardner	305-253-4631
Thomas Jefferson Middle	525 NW 147 STREET, MIAMI, FL 33168	Dubis Diaz	305-688-6121

**FULL-TIME VACANCIES
WILL BE POSTED ON SEPTEMBER 8, 2023**

**COMING
SOON**

STAY TUNED



HAVE A GREAT SCHOOL YEAR!

play nice work hard

stay kind find
accept responsibility JOY

TAKE OWNERSHIP

think positive **BIG DREAM** YOU'RE UNIQUE
speak kindly

you matter

nobody's perfect

GIVE THANKS MAGIC

courage HAPPENS

counts laugh loudly

practice more

IT'S OKAY



Be accountable

TITLEMAX