



Steven M. Neuhaus
County Executive

VACANCY ANNOUNCEMENT

Food Service Helper Grade 03

ORANGE COUNTY OFFICE FOR THE AGING

Applications are now being accepted by the Office for the Aging to fill the position of Food Service Helper for the Senior Dining Program. This position will be assigned to the central kitchen located in Goshen, NY. This is routine manual work performed under immediate supervision in connection with the preparation and service of food, cleaning of the facility and storage of inventory. Does related work as required.

TYPICAL WORK ACTIVITIES INCLUDE (But not limited to):

Assisting with the preparation of food as directed; assisting with serving meals;
Setting, clearing, and cleaning dining room tables;
Assisting with packing food items for home-delivered meals;
Assisting with cleaning of kitchen and equipment;
Refilling stock room coolers;
Assisting with all necessary duties in the absence of the Cook I;
May transport food/supplies via County vehicle for Senior Dining Program.

MINIMUM QUALIFICATIONS: None are required.

SPECIAL REQUIREMENTS:

Possession of a valid driver's license, if required to operate a motor vehicle in the performance of job tasks.

Must possess the ability to bend, lift and carry 50 pounds.

Due to the location of the position, final candidates will be subject to a New York State Department of Education background check. The cost of which will be covered by the department.

STARTING SALARY: New Employees - \$20.2465 per hour
\$42,112.72 annually (40-hour work week)
Orange County Employees – According to CSEA contract Grade 03

SEND APPLICATION, BY SEPTEMBER 19, 2025, TO:

Orange County Office for the Aging
40 Matthews Street, Suite 305
Goshen, NY 10924
ATTN: Danielle Diana-Smith, Director
Or Email: kalben@orangecountygov.com

Employment applications can be downloaded from Orange County's website. Please visit www.orangecountygov.com and follow the link to the Department of Human Resources page.
Or download directly here: [Application for Employment Application](#)

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