



# City of Mentor

8500 Civic Center Blvd. • Mentor, OH 44060-2499 • (440) 255-1100

## JOB OPPORTUNITY

DATE POSTED: February 6, 2026

### KITCHEN COORDINATOR PART TIME

The City of Mentor is currently in search of a **Kitchen Coordinator** to work at the Mentor Senior Center. In this position, the individual will oversee and provide assistance to the Senior Center kitchen program and related functions. Duties include but are not limited to meal planning, purchasing food/supplies, food preparation, supervision of cooks/volunteers, provide training, and ensure **ServSafe** protocols are followed. This position primarily requires 4-5 hours of work during the morning every day (M-F). **Must be ServSafe certified** (or certified upon hire). Strong cooking skills are preferred; previous restaurant management experience is a plus. Must be able to work independently as well as part of a team. HS graduate (GED) and State of Ohio DL or ID are required for background check.

**Salary range:** \$17-\$19 per hour and will depend on qualifications and experience.

For additional details and to apply online, please visit [www.workformentor.com](http://www.workformentor.com). Applications are also available in the Human Resource Office, Mentor Municipal Center 3<sup>rd</sup> Floor, 8500 Civic Center Blvd., Mentor, OH 44060. Applications will be reviewed upon receipt and will remain open until filled.

The City of Mentor is an Equal Opportunity Employer and will not discriminate in its employment practices due to an applicant's race, color, religion, sex, sexual orientation, gender identity, national origin and veteran or disability status.  
EOE/ADA