



NIAGARA COUNTY JOB POSTING

DATE POSTED: 5/4/26 DEADLINE: 5/17/26

POSITION TITLE/ #: Head Cook #163

POSITION CLASS: Non-competitive

PAY RATE: \$25.60 - \$28.55/hour WEEKLY HOURS: 40

DEPARTMENT/DIVISION: Niagara County Sheriff's Office Correctional Facility

WORK LOCATION: 5526 Niagara St Ext Lockport NY 14094

POSTINGS FOR CURRENT EMPLOYEES:

If this is a competitive class position, in order to apply for transfer, you must have permanent competitive status, have completed your probationary period, and be in the same or comparable title (as determined by Civil Service) as this position. Current eligible lists will also be used to fill positions. For questions about title comparability, please contact Civil Service at 716-438-4071 or civilservice@niagaracounty.com.

STATUS FOR CURRENT EMPLOYEES: Permanent

Submit letter of interest and resume to:

NAME: Niagara County Sheriff's Office Attn. Beth Dunn

ADDRESS: 5526 Niagara St Ext Lockport NY 14094 or Beth.Dunn@niagaracounty.gov

POSTINGS OPEN TO THE PUBLIC:

STATUS FOR PUBLIC CANDIDATES: Permanent

DESCRIPTION: For a complete job description and minimum requirements please visit:

https://niagaracounty.com/Employment/Job_Specs_for_Civil_Service_Positions.php

Leads and participates in all activities directly related to an institutional food service department, which may include preparation, planning, procurement, sanitation and delivery of nutritious meals. Works under the general supervision of a manager. First line supervision is not performed. The incumbent leads the work of lower-level foodservice personnel. Does related work as required.

MINIMUM QUALIFICATIONS: PROMOTIONAL QUALIFICATIONS: Two (2) years of full-time service as a Cook in the Office of the Aging or Sheriff's Office immediately preceding the date of appointment.

OPEN COMPETITIVE QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma and four (4) years of full-time experience in the preparation of food on a large volume institutional scale, at least two (2) of which must have been in leading the work of other foodservice personnel.

NOTE: For appointment to the Niagara County Sheriff's Office a nominated candidate must undergo a background check.

Apply electronically at: <https://niagara-portal.mycivilservice.com/> or submit paper applications to: Niagara County Human Resources, 111 Main Street – Suite G2, Lockport, NY 14094

Applications, Job Specifications, Job Postings & Exam Announcements can be found here:
<https://niagara-portal.mycivilservice.com/>

Niagara County policy prohibits discrimination in employment, program activities, contracting, and procurement against any person due to such person's age, marital status, disability, genetic predisposition or carrier status, race, color, creed, sexual orientation, veterans status, national origin, or any other characteristic protected by federal or state law.

Niagara County is an Equal Opportunity Employer
Form Revised 4/4/2023