



Breakfast & Lunchroom Aide

Position Title: Breakfast & Lunchroom Aide

Location: Edgewood Elementary Academy

Available: 2025/2026 Academic Year

Duration: September 2025 - June 2026

Rate: \$15.75/hour Part Time

To Apply:

Applicants must submit a resume to hr@mhtigers.org for consideration of a posted position.

Minimum Requirements:

Required: High school diploma or equivalent

Preferred:

Bilingual (Spanish) Speaker not required

Essential Job Duties and Responsibilities:

1. Wash tables
2. Monitor students and assure proper conduct in the lunchroom.
3. Organize students into orderly breakfast and lunch lines.
4. Assist students in opening up breakfast and lunches.
5. Organize students for orderly disposal of trash.
6. Monitor and escort students through the building.
7. Report physical confrontations or incidences to appropriate personnel as needed; resolve minor problems as needed.
8. Direct students to and from the playground in an orderly and organized manner
9. Respond immediately to any safety complaints made by students.
10. Consistently enforce rules established by the principal.
11. Follow through with communication to the principal or dean of students on students who are disruptive or do not follow established rules for the cafeteria or playground.
12. Maintain a pleasant and enthusiastic attitude while on the job.
13. Move about the play area; move quickly to students who may be posing a risk to themselves or others.
14. Demonstrates regular attendance and punctuality.
15. Other duties as assigned

Qualifications:

- Strong communication skills.
- Demonstrated ability to work well with students, staff, public, and administrators.
- Reinforce desired student behaviors and provide corrective feedback for unacceptable student behavior.
- Ability to demonstrate mature judgment, reliability, availability and ethical behavior, including punctuality and confidentiality.