



Memo

Date: July 31, 2017
To: Pastors/Administrators and Department Heads
CC: Parish Secretaries
From: Marquita Richburg, Manager, Office of Human Resources
Re: Position Vacancies

Our Lady of Perpetual Help Home is looking for an experienced **Dietary Manager**. This position is part time, with varying hours and days (from 16 to 24 hours per week). Safe Serve certification is required. This position will cook three meals a day for up to 50 people. Please send your resume to the attention of Sister Mary Damien at sisterdamien@gmail.com.

Please make this announcement available to your employees and publish it in your parish newsletter and bulletins for the month of August 2017. Thank you.