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Professional Standard Rule Hiring Waiver

Request for NDDPI Approval of a Food Service Director Candidate who meets Educational Standards but has less than the required three years of Relevant Experience

School Nutrition Program Sponsors with less than 2,500 students may request approval from NDDPI to hire a candidate for Food Service Director who meets the education standards but has less than the required three years' experience. The rationale for the hiring decision must be well-supported and documented for NDDPI to consider the request.

Return this completed form by e-mail to Lynelle Johnson at lynellejohnson@nd.gov or by fax to: 701-328-9566.

School District: _____ LEA number: _____ Number of students: _____

Authorized Representative: _____ E-mail: _____
Phone: _____

Food Service Director Candidate Name: _____

Explain Food Service Director Recruitment Process:

Detail why this candidate should be approved without the required 3 years school nutrition experience (include other relevant experience in food service or other jobs):

Reminder: New Food Service Director's must complete 8 hours of Food Safety Training within 30 days of employment. On-line Food Safety in Schools class at theicn.org

Signature of Authorized Representative

Date

NDDPI Approval: _____ Yes _____ No

Signature of Assistant Director
Child Nutrition Programs, NDDPI

Date

ND Center for Distance
Education
Fargo, ND
(701) 298-4830

ND School for the Deaf /
RCDHH
Devils Lake, ND
(701) 665-4400

ND State Library
Bismarck, ND
(701) 328-2492

ND Vision Services /
School for the Blind
Grand Forks, ND
(701) 795-2700