



LANAKILA P A C I F I C

Building Independence for Challenged Lives

MEMORANDUM

TO: All Staff
FROM: Tupu Savaiigaea, Recruitment Specialist
DATE: February 1, 2010
SUBJECT: **Position Vacancy**

Applications are now being accepted for the following position:

**Registered Dietitian
Meals on Wheels**

(Regular)

POSITION SUMMARY:

Under the supervision of the Director of Meals on Wheels, the Registered Dietitian is responsible for evaluating, developing and implementing techniques to improve the quality of food services to include reviewing cycle menus, determining need for therapeutic meals, performing nutritional analysis and providing individualized diet counseling to program participants.

MINIMUM QUALIFICATIONS:

1. High School diploma or equivalent.
2. Certification by the American Dietetic Association as a Registered Dietician.
3. Minimum of 3 years experience as a Registered Dietician in one or more hospitals or health facilities including two years experience involving administrative responsibilities.
4. Good analytical skills to generate and interpret various statistical reports.
5. Excellent verbal and written communication skills.
6. Excellent customer service skills to interact with external customers and staff.
7. Knowledge of Microsoft Word applications.
8. Valid driver's license, clean driver's abstract and access to insured vehicle.

Interested candidates may contact Human Resources for a detailed job description/application.