



Catholic Diocese of Evansville
Catholic Schools Office
4200 N. Kentucky Ave • P.O. Box 4169
Evansville, Indiana 47724-0169
Phone: (812) 424-5536 • Fax: (812) 424-0973
Web Address: www.evdio.org

School Name: [St. James](#)

Contact Name: [Eric Chamberlain](#)

Contact Phone Number: [\(812\) 867-2661](#)

Contact Email: echamberlain@evdio.org

Date Posted: [3/12/2025](#)

Date Closed: [8/6/2025](#)

Job Type: [Non-Certified](#)

Employment Type: [Part Time](#)

Title/Position: [Cafeteria Employee](#)

Grade Level/Subject Area: [Preschool-8th Grade](#)

Start Date: [8/6/2025](#)

Job Description/Responsibilities:

[St. James School is looking for a hardworking and team oriented individual to assist the cafeteria staff. Responsibilities include preparing, cooking, serving our students and appropriate clean-up of the cafeteria and kitchen according to Health Department guidelines. Hours would be Monday-Friday 8:00a.m. - 1:30 p.m.](#)

Qualifications:

[Applicant must be flexible, collaborative, and kind to all staff and students.](#)

Additional Instructions:

[Please reach out to Eric Chamberlain at \[echamberlain@evdio.org\]\(mailto:echamberlain@evdio.org\) for interest or inquiries.](#)

Application Instructions:

Thank you for your interest in working for the Catholic Schools of the Diocese of Evansville. Please email a letter of interest and completed application packet to the Catholic Schools Office at csso@evdio.org.

Application Packets can be downloaded from the Diocese of Evansville website.

Certified Teacher Application <http://www.evdio.org/certified-employee-application-instructions.html>

Non Certified Application <http://www.evdio.org/non-certified-employee-application-instructions.html>

Bus Driver Application <http://www.evdio.org/bus-driver-employee-application-instructions.html>