

COOK - CASUAL

Type of Position: Casual

Closing date: June 24, 2022

About the Position

This position is responsible to prepare, cook and serve food for school breakfast and lunch programs. Along with special events organized and in association with Seabird School, as instructed by the Principal, in accordance with current health, safety, and hygiene legislation.

This position is part of a pool of positions to cover absences and provide additional coverage as needed. It is a casual position that will involve a few days of paid training, followed by occasional work hours, none of which are guaranteed.

Duties and Responsibilities

Planning and Preparation

- Plan and prepare meals for special events in collaboration with other school cooks, as requested by the Principal.
- Provide a well-balanced and nutritional service, taking into account dietary or allergy needs, and specific dietary requests (e.g., vegetarian or vegan, etc.).
- Prepare hot breakfast and hot lunch for grades K-7 or 8-12, ensuring the food is ready at the required times and in sufficient quantities.

Administration

- Ensure the daily menu is communicated to all school staff – including any ingredients that may cause allergic reactions (e.g., soya, nuts, etc.).
- Ensure compliance with Food Safety and Health & Safety Regulations.
- Check deliveries to ensure the orders are correct and conform to the necessary quality. Also, ensure that any errors are reported immediately and rectified.
- Remain fully aware of and understand the duties and responsibilities arising from the Children's Act and Working Together concerning child protection and safeguarding of children and young people.

Management

- Supervise and coordinate activities of workers who prepare, cook, serve food, clean premises and wash dishware.
- Provide such assistance as the Principal considers necessary for the supervision of students at the school, and at school functions whenever and wherever held, which shall include, but not be limited to, attendance and participation in school activities.
- Maintain a high standard of cleanliness within the kitchen and all dining areas, ensuring required disinfection takes place regularly, and a high level of hygiene is maintained by all staff in the kitchen at all times.
- Ensure protective clothing is worn per established standards and regulations.

ACCOUNTING > CONSULTING > TAX

TRUE NORTH SQUARE

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Other Requirements

- Must review and follow all Gitsegukla Policies and Procedures.
- **Requirements:** to successfully and periodically undergo an appropriate criminal record review and police record check.

Knowledge, Skills, and Abilities

- Knowledge of good dietary practices and nutritional options.
- Knowledge of principles, tools, and techniques of food service management, including planning and purchasing supplies.
- Knowledge of general principles of menu planning, modification of recipes, preparation of foods, and appropriate food cooking temperatures from associated health standards.
- Knowledge of inventory control procedures, procurement and storing of food items and supplies
- Knowledge of the practices, methods, and procedures of volume food preparations: food values, characteristics and nutrition; personal hygiene, food handling, sanitation and safety precautions.
- Ability to lift and unload food and supplies weighing up to 50 lbs.
- Ability to operate kitchen equipment safely and as per manufacturer's instructions.
- Ability to adhere to the Oath of Confidentiality and Seabird Island Band Policies and Procedure.

Experience and Education Requirements

- High school diploma.
- A certificate from an accredited college, technical or vocational school (food service or dietary management, culinary arts, or a closely related area is preferred) or completion of a course of study in professional cooking, combined with experience may be considered.
- 2 years experience as a line cook or larger scale kitchen operation.
- Food Safe Level 1 Certificate.

All interested applicants are encouraged to submit a cover letter and resume outlining the position for which you are applying and how you meet these qualifications to the c/o MNP at gitseguklacao@mnp.ca.

Applications are assessed as they are received therefore early application is recommended.

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Applications will only be considered from those eligible to work in Canada. All applicants who require a work permit or sponsorship for employment in Canada will not be considered.

Candidates who meet the above criteria will be contacted for an interview. Proof of certifications will be required prior to employment.