



# ON CALL COOK EMPLOYMENT OPPORTUNITY

**Location:** Centre Walgwan Center

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**Main function:** The Cook is responsible for providing nutritious and well-balanced meals to residents and their families.

**Duties and responsibilities:**

- Prepares and cooks complete meals according to food guides, menus and procedures.
- Ensures meals are prepared on time;
- Maintains the cleanliness of kitchen and dining facilities to ensure health standards are met
- Ensures sanitation and safety procedures are adhered to;
- Maintains equipment used in food preparation;
- Stores food properly and safely;
- Prepares meals for graduations and other activities;
- Portioning food and clean-up of kitchen facilities;
- Other related duties as required

**Skills required:**

- Knowledge of dietary guidelines;
- Cook a variety of foods in large quantities from scratch, utilizing standardized recipes;
- Read, write, and understand written and oral instructions;
- Familiarity with the use and care of kitchen equipment and supplies;
- Must be able to lift and carry food supplies for storage;
- Proficient interpersonal relations and communicative skills;
- Attend training related to kitchen and work environment;
- Able to work co-operatively
- Position requires heavy lifting; storing boxes and moving large containers
- Available on weekends

**Education and experience:**

- Completion of a program in cooking and experience of commercial cooking required
- Demonstrated experience with large meal planning and large quantity cooking
- Criminal record check, Food Handler's Certificate, and references required
- Bilingual

**Salary:** Based on the salary scale of the Walgwan Center between \$15.24-\$18.21

Based on the organization salary scale

**Deadline: February 22, 2018**

Please forward your resumes by email to [edwalgwan@globetrotter.net](mailto:edwalgwan@globetrotter.net) to the attention of Pamela Charlong, Executive Director or sent hard copy to Centre Walgwan Center, 75 School Street, Gesgapegiag, Québec, G0C 1Y1