



## **Cook – Casual – Days/Evenings**

**Come join the Shoreham team!**

**Reporting to: Director of Nutrition Services**

### **Qualifications:**

- High School diploma or equivalent
- Diploma of Culinary Arts or Equivalent
- Valid Basic Food Safety Training
- Two to three years related experience required (recommended three to five)
- Previous experience in an institution health care dietary department considered an asset
- Food service experience required
- Recipe development experience required
- Advanced Food Safety Certification
- Regular attendance and punctuality are required
- WHMIS Certification
- Must be able to work 8 hour shift as per posted schedule, subject to call back
- Must be able to attend in-service programs while on duty
- Must be able to lift 50 lbs at a time, in good general health and able to endure the day-to-day pressure of the position.

### **Tasks/Responsibilities:**

- Prepares food products to established standards (e.g., Food Safety Standards, standardized menus and recipes, cook/chill/freeze recipes, quotas, HACCP principals, and sanitation procedures, etc.)
- Maintains knowledge of residents' special dietary requirements; prepares meals as per dietary requirements and resident needs
- Prepares and delivers food for special functions
- Receives and checks food; assists in food storage as necessary
- Ensures all food supplies are stored, labelled, and rotated properly
- Serves food in an appetizing manner for residents and staff using standards for portion control
- Ensures completion of required documentation (e.g. inventory counts, staff meal count, temperature charts, cleaning checklist, etc.)
- Estimates the amount of food required to effectively minimize waste
- Maintains a clean, sanitized, safe working environment
- Assists with cleaning all cooking utensils and equipment
- Immediately reports any equipment requiring maintenance
- Immediately reports any fire or accident hazards
- Assists in the standardization of recipes and assists in establishing portion control standards while ensuring high quality food products and minimizing food waste
- Supervises the Food Service Staff and ensures adequate staffing in the absence of the Department Manager and/or Journeyman Cook
- Performs other duties as required

**Hours: No Guaranteed Hours (8 hour shifts) – Days/Evenings**

**Salary: As per Shoreham Scale**

**Closing Date: November 1, 2018**

If this exciting opportunity interests you, please send your resume to Human Resources Northwoodcare Incorporated

Human Resources  
Northwood  
130 Eileen Stubbs Avenue  
Suite 1 South  
Dartmouth, Nova Scotia  
B3B 2C4

Tel: (902) 454-3369  
Fax: (902) 454-3384  
E-mail: [hr@nwood.ns.ca](mailto:hr@nwood.ns.ca)

***Shoreham is proud to be an inclusive employer who encourages diverse applicant. We thank all applicants however only those selected for an interview will be contacted.***