

LAC DES MILLE LACS FIRST NATION

EMPLOYMENT OPPORTUNITY - DAYCARE COOK (Full-time)

If you love to cook and have experience with cooking nutritional meals and snacks for large groups, this position may be for you!

Position Summary

Lac des Mille Lacs First Nation is currently seeking a full-time Daycare Cook for Little Turtles Daycare in the City of Thunder Bay. The Cook will possess knowledge of the principles and practices of Canada's Healthy Food Guide, and healthy nutrition and eating habits for its programs. This individual will demonstrate skills in preparing these foods in a nutritious, good tasting and appealing manner. The Cook will have experience in child and program food service preparation, management and delivery.

Required Skills & Qualifications

In order to be considered for this position, applicants must possess the following:

- a) High school diploma, at a minimum
- b) Prior experience working as a cook within the hospitality and/or food industry
- c) Up to date Safe Food Handling and First Aid/CPR Certifications
- d) Team oriented, effective time management, organizational skills, dependable and task oriented
- e) Excellent interpersonal and communication skills
- f) Ability to take initiative in healthy menu planning, preparation, cooking and cleaning
- g) Have a friendly, flexible approach
- h) Ability to present a positive image of the organization to members of the community
- i) Be professional, polite and positive in all verbal and non-verbal interactions with staff, parents, children, students and community at all times
- j) Ability to calculate to determine number of meals to be served and to adjust recipes and serving portions
- k) Must be physically able to carry out the requirements of the position
- l) Ability to lift 20 pounds is required
- m) Must possess the emotional maturity, willingness to cooperate with the aims of the Day Care and Education Centre, respect for children and adults from various cultures and backgrounds, flexibility, patience, good personal hygiene, and physical and mental health that do not interfere with responsibilities
- n) Fluency or knowledge of the Anishinaabe language would be an asset
- o) A vulnerable sector check is required.

Along with their resume and cover letter, applicants must submit a current vulnerable sector check and three references. Application packages must be submitted by **Monday, March 18th, 2019 at 4:00 p.m. EST to:**

HIRING COMMITTEE
Lac des Mille Lacs First Nation
1100 Memorial Avenue, Suite 328
Thunder Bay, ON P7B 4A3
Telephone: (807) 699-0233 • Fax: (807) 475-4882
E-mail: ldmlfn@tbaytel.net

General Duties

The Daycare Cook is responsible for:

- i. Menu planning, preparing and serving of nutritional foods along with consideration to people with food allergies or intolerances
- ii. Maintaining an inventory and records of food, supplies and equipment
- iii. Maintaining a clean and sanitary work environment
- iv. Managing the kitchen in strict compliance of the Health Department and Childcare procedures and regulations
- v. Ensuring you have a clean uniform, including head wear, daily and wear suitable footwear for working in a busy kitchen space
- vi. Providing feedback to the School Principal/Education Projects Manager about the kitchen including any situation that may be detrimental to the environment and/or overall objective of the position
- vii. Ensuring the effective and regular removal of waste materials to the designated waste disposal area
- viii. The ability to use food preparation equipment and ensure the economic use of materials
- ix. Total responsibility of the kitchen, cleaning all of the equipment and appliances, take temperatures of the food, fridge and freezer and record these in the kitchen file
- x. Having manual dexterity sufficient to use kitchen utensils and equipment, wash dishes, operate office equipment including, but not limited to, the telephone & copier, and use hand writing materials when required
- xi. Other duties as assigned by the Daycare Supervisor, Education Project Manager and/or Education Director

Working Conditions

- In a school and educational setting.
- Fast-paced environment; Work under pressure; Repetitive tasks; Physically demanding; Attention to detail; Standing for extended periods of time.
- Proper clothing, shoe and hair restraints are to be worn according to Public Health and Safety Standards
Compensation
- To commensurate with education and experience

Funding Source

Ministry of Education

Note: We thank all those who have expressed an interest in this position; however, only those applicants selected for an interview will be contacted.