



## **Dietary Assistant #13**

**Permanent | Part time (0.4 EFT) | Days**

### **Position duties:**

- Fill in shift vacancies such as replacing sick calls and vacation time
- Flexible availability required; hours of work vary according to the shift being replaced
- May need to work evening shifts between the hours of 1515-1945
- Ability to learn different positions, and adapt quickly to new tasks and assignments
- Ability to take direction from the food services manager, cook and baker when prioritizing tasks and work routine in the kitchen
- Ability to take the initiative and help out in different areas in the kitchen depending on operational requirements

### **Qualifications:**

- Previous experience in Food Services is required
- Physically able to meet the demands of the job including standing for extended periods and lifting items up to 20 lbs
- Experience working in a team environment
- Demonstrated ability to work in a fast paced environment
- Strong time management skills to balance competing priorities
- Food Handlers Certificate is required within 6 months of employment

### **Responsibilities:**

- Demonstrate skill, efficiency, concern and diligence in the performance of duties with a minimum of direct supervision;
- Satisfactorily maintain a high standard of service and cleanliness;
- Exercise courtesy and co-operation towards residents, visitors and team workers;
- Perform duties related to position assigned;
- Responsible for reading policy and procedures, disaster manual, WHMIS manual and understanding specific responsibilities;
- Adhere to principles of safety and sanitation.

As a condition of employment, a current Criminal Record Certificate, a Mantoux test and an Adult Abuse Registry is required within three weeks of hire date.

**Submit resume to:** Human Resources at [Career@donwoodmanor.org](mailto:Career@donwoodmanor.org)

**Closing date: 0900 on Monday, March 18, 2024**

March 11, 2024