



Riverstone Retirement Communities – Bridlewood Trails

Position: Cook

Location: Ottawa, ON

Employment Type: Part-Time

Reports to: Food Services Manager

JOB SUMMARY:

The Cook prepares and dishes the food as outlined on the menu, utilizing the standardized recipes. This individual is responsible for ensuring that the food is prepared in proper manner and presented to the residents in a palatable and appetizing appearance.

QUALIFICATIONS:

Education:

- Graduated from a reputable culinary program
- Recent Safe Food Handlers certificate issued by Public Health

Background:

- Two years or more experience in quantity food preparation and the preparation of therapeutic diets
- Familiar with Canada's Food Guide to Healthy Eating, Hazardous Analysis Critical Control Point (HACCP), WHMIS, Health and Safety and Sanitation Code

Personal Requirements:

- Work as part of a team
- Capable of adapting to different situations and change
- Keen interest in working with seniors

FUNCTIONS:

- Assist FSM in preparation of food for meal assembly;
- Oversees and assists with the service of food, ensuring resident food preferences are respected;
- Ensures all dietary functions are performed in a clean, sanitary manner according to regulations;
- Assists in control of food costs and wastage;
- Assumes responsibility for routine departmental operations in the absence of the FSM including but not limited to: menu changes as necessary (ensuring these changes follow departmental procedures), staff replacements, purchase and receive food and supplies and place service calls for malfunctioning equipment, following departmental procedures;
- Monitor the quality of food supplies and proper operation of kitchen equipment, and informs FSM of any issues and recommendations concerning corrective actions;
- Recommends and institutes change in technique or procedure for more efficient operation;
- Responsible for the clear and correct labelling of the food;
- Assists in the orientation and training of new dietary personnel;
- Inspects food supplies and determines what quantities of food should be reordered and communicates this to supervisor;
- Attends in-service to better understand the dietary needs of the residents

To apply please email your resume and references to **Trudy Hare, thare@riverstoneretirement.ca** or call **613-595-1116**