



**Riverstone Retirement Communities – Timberwalk**

**Position:** Cook

**Location:** Ottawa, ON

**Employment Type:** Part Time, Various Shifts

**Reports to:** Food Services Manager

We're putting a new face on the look of retirement living in Ottawa. Designed and built by Claridge Homes and operated by Riverstone Retirement Communities, our residences offer an unmatched level of comfort, dignity and style. Riverstone Retirement Communities provides a highly respected continuum of care that ensures all residents are happy and healthy in their retirement. They also feature a host of amenities and services, enabling people to create the lifestyle they deserve. Properties include a first-rate team of professional staff offering a selection of care alternatives: independent living, residential care and assisted living. Riverstone Retirement Communities is not stopping there as we are already forging ahead with a number of other retirement opportunities.

Our continuously growing team is currently seeking a Cook to join our Timberwalk residence in Kanata North.

**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 Duane [dlepine@riverstoneretirement.ca](mailto:dlepine@riverstoneretirement.ca)