



Dinner Cook – Inclusio

Full-Time (34 hours/week) – **Guaranteed Hours**

Accessible Housing opens doors for people with limited mobility to enhance dignity through accessible homes that are appropriate and affordable. By providing a continuum of housing and supports, we work to ensure that everyone has a home and belongs in community.

For more information about Accessible Housing, please view our website at www.accessiblehousing.ca.

Job Overview:

Reporting to the Head Chef, the Cook assumes the responsibility for ensuring all the necessary tasks related to food preparation according to a daily menu set by the Head Chef. This is a **full-time, 34 hours/week** position that works out of our Accessible Housing, Inclusio building. The schedule for this position is Monday 11:00am – 7:00pm, Tuesday, Wednesday, Saturday and Sunday 12:30pm-7:00pm.

Duties and Responsibilities:

- Work closely with Head Chef, residents and other employees.
- Plan tasks and food preparation required for the daily menu.
- Ensure that meals are high in quality according to taste and appearance.
- Be responsible to ensure that all meals are served in the most efficient and pleasant manner.
- Be responsible for preparing and serving cafeteria style bulk cooking.
- Accommodate special dietary need of residents.
- Promote Health and Safety by:
 - Using safe work procedures.
 - Complying with rules and regulations.
 - Reporting any injury or near misses to the Head Chef as soon as possible.
 - Reporting unsafe conditions or acts and correct unsafe conditions and acts.
 - Making safety suggestions.
 - Setting a good example for other employees.
- Be responsible to work as part of the team to ensure that a high quality of service is provided.
- Monitor residents' eating patterns and reporting any significant changes to the Head Chef.
- Provide honesty, confidentiality, and respect towards the residents and other staff within the facility.
- Not become involved in a residents' personal care plan or business affairs.
- Attend educational workshops, seminars and staff meetings.
- Be responsible for other tasks as assigned.
- Be able to provide bulk cooking for 50-100 people.
- Be able to produce meals using standardized recipes.
- Be able to support dining services when support staff gets pulled away to do a task.

Qualifications:

- Calgary Health Services Food Safe Handling Certificate or equivalent.
- 2 – 5 years' experience cooking for a large group home is considered an asset.
- Technical food service training and knowledge.
- CPR & First Aid Certification is considered an asset.
- A high standard of hygiene and personal appearance.
- Experience working in an open kitchen setting.
- Satisfactory criminal record check.

Working Conditions:

- Must be flexible and have the ability to respond to a variety of changing duties and work routines, on occasion work under somewhat stressful situations.
- Requires the ability to stand a variety of temperature conditions.
- While working mainly in the kitchen; fire safety, food contamination, food-borne illness are all risks of this position.

Physical Requirements:

This position may require some lifting, up to 50lbs

Application Information:

If you are looking for a rewarding career at a growing organization, please apply with your resume and cover letter and cite **Cook** in the subject line. Applications can be sent to resume@accessiblehousing.ca

Closing Date for Applications: Until a suitable candidate is found.

We thank all candidates for expressing an interest in this position and we will be in touch with those candidates demonstrating the best fit for the organization's needs.

Accessible Housing employees enjoy competitive compensation, extended health and dental benefits, vacation, sick and personal paid days off, and matching RRSP after one year of service.