



# Gitsegukla Elementary School

305 Park Drive

Gitsegukla, British Columbia, V0J 2J3

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## Job Posting - Cook

Gitsegukla Elementary School is a Kindergarten to Grade 7 Class II Independent School that serves approximately 55 students and 18 staff members. The school provides a breakfast and lunch program.

The cook will be required to order, prepare and serve breakfast and lunch to students during the school year. On occasions, the cook will be required to prepare food for special school and community events.

The cook will be part of a supportive and collaborative staff and is expected to participate in all school events.

### Duties:

- Prepare all aspects of food production for the school according to the Canada Food Guide;
- Order and prepare food items for students and others using a quality predetermined method in a timely and consistent manner with the minimum of wastage possible;
- Regular and early attendance to meet student needs and school schedule;
- Cook may be required to work outside of school hours to serve and attend various school and community functions;
- Attend all meetings, training sessions, and meetings required;
- Maintain kitchen area to meet all Health Canada Regulations and guidelines;
- Ensure all equipment are in working order and cleaned.
- Report any equipment in need of repair;

### Job Requirements:

- Must possess strong culinary skills to be able to function under own initiative;
- Knowledge of Breakfast, Lunch, Dinner products and service;
- Ability to read recipes and follow their instructions;
- Must have excellent oral and written communication skills;

- Must be able to cost food items and meet monthly budgets;
- Prepare Monthly Menu;
- Must undergo a Criminal Records Review
- Must maintain a clean kitchen and work environment to meet Health Canada regulations

**Qualifications:**

- Must be FOODSAFE Level 1 certified and provide documentation;
- Completion of a recognized culinary program, proof certification required;
- Cooks are recommended to have a minimum of (2) years' experience in comparable size of school or restaurants;
- High school diploma or equivalent education is preferred;
- Ability to obtain and/or maintain any provincial and federal licenses, certificates or permits;
- All employees must maintain a neat, clean, and well-groomed appearance as indicated in Gitsegukla Human Resources Policy.
- Must be able to lift/carry up to 25kg.
- Must be familiar with Canada Food Guide and its implementation
- Salary is dependent on education and experience

Applicants will be asked to prepare a meal to showcase their ability and participate in an interview. Please forward all applications to Terry Espejo, Principal:  
[principal@gitsegukla.net](mailto:principal@gitsegukla.net)