

Lambton County

Caring, Growing, Innovative

Certified Cook



Job Number:	J0517-0192
Job Title:	Certified Cook
Position Status:	Part Time
Union:	CUPE 2557
Division:	Long-Term Care
Facility:	Lambton Meadowview Villa
City:	Petrolia, Ontario, Canada
Number of Positions:	1
Hours of Work:	To be determined (Part time hours)
Wage Rate:	\$21.68 - \$23.82/Hour
Date Posted:	May 15, 2017
Closing Date:	May 28, 2017
Starting Date:	June 19, 2017

The County of Lambton is an urban-rural area in southwestern Ontario that is home to over 126,000 residents. The Corporation's seven divisions operate programs and services for the residents of Lambton County such as land ambulance, provincial offences court, three Long-Term Care Homes, 26 library branches, two museums, an art gallery, archives, local roadways, public health services, housing services, social services, building services and planning and development services. Lambton County is a community dedicated to economic growth, environmental stewardship and an enhanced quality of life through the provision of responsive and efficient services and collaborative efforts with its municipal and community partners.

POSITION OVERVIEW

Provide residents, Outreach, MOW, and staff with balanced nutritional meals and snacks by preparing a wide variety of food textures, meat, vegetables, soups and other food items in large quantities and ensuring menu consistency, portion control and inventory control. Train and guide other staff performing the same or related work.

DUTIES AND RESPONSIBILITIES

Food Preparation:

- Review production schedule to determine quantity and prepare food according to menus, estimate ingredients and time requirements, meet special dietary needs and Ministry requirement
- Slice, chop, mix, pulse, puree food items for sandwiches, salads, soups, etc.
- Cook meats and vegetables using a full range of cooking methods
- Prepare and bake regular and diet dessert items

Food Distribution:

- Food items are assembled and distributed according to proper policy and procedures while maintaining quality assurance, and temperatures
- Organize the hot and cold food for delivery to other food service areas such as apartments, outreach programme, day-care, Meals on Wheels, MOW, and special luncheons on occasion
- Prepare food and trays for outside catering orders
- Test foods to ensure they are cooked to quality
- Substitution on menu when menu items not available
- Handle money from visitors, staff, and residents

Work Area:

- Maintain clean work areas, utensils, equipment
- Dispose of spoiled or unattractive food products and supplies
- Wash dishes at pot sink to provide properly sanitized cooking equipment
- Instruct and assist in daily functions of other employees performing related duties

General:

- Incumbents must keep up-to-date on all relevant legislation, collective bargaining agreements, County Policies and Procedures, etc. ensuring that these are implemented as prescribed
- Incumbents must possess the physical ability to meet the duties and responsibilities of the job description and/or the requirements identified within the position's Physical Demands Analysis

These describe the general nature and level of work being performed by incumbents in this classification. They are not an exhaustive list of all job duties in the classification. Other duties may be assigned.

Supervision Requirements

Direct Supervision: None

Indirect Supervision: None

Functional Authority: Provide some direction to Dietary Aides and on emergency basis make routine changes

QUALIFICATIONS**Minimum Formal Education:**

- Two year community college diploma
- Red Seal
- Food Handler's Certificate

Experience:

- No related experience necessary

A valid Ontario driver's license and use of a vehicle.

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