

DEPARTMENT:	Parks and Recreation	STATUS:	Auxiliary
NO. OF POSITIONS:	Two	UNION:	CUPE, Local 387
HOURS OF WORK:	Varies*	SALARY:	\$24.24 to \$28.37 per hour + 12% in lieu of benefits (2024 rates)

Under the direct supervision of the Food Service Coordinators, you will assist in the preparation of a variety of daily pre-set food menu items for the Parks & Recreation food services, as well as in the preparation for catering services. Duties will include: food preparation; assisting in the preparation of pre-set menu items such as sandwiches, salads and hot entrees; preparing and general kitchen cleaning including, but not limited to, washing dishes, cleaning of preparation and service counters and kitchen equipment and utensils; and replenishing stock.

Requirements Include:

- Completion of Grade 12 (or equivalent) plus a minimum of 1 year of food preparation experience in a cafeteria or restaurant setting; or an equivalent combination of training and experience.
- Good knowledge of the methods, practices, materials, procedures and equipment used in a cafeteria.
- Ability to:
 - Maintain effective working relationships with supervisors, staff and customers and able to provide excellent customer service.
 - Prepare hot entrees, sandwiches, grab-and-go, catering, and soup.
 - Follow recipes.
 - Bake pastries.
 - Follow written and verbal instructions.
 - Work independently and show initiative.
 - Organize and prioritize the work.
 - Operate kitchen equipment relating to work.
 - Supervise and direct volunteers.
 - Complete accurate cash-out procedures
 - Stand for long periods of the workday and be able to bend, reach and lift items up to 10lbs.
 - Perform other duties as assigned.
- Have a valid Food Safe Certificate, Level 1.
- Must be able to pass and maintain a clear Police Information Check - Vulnerable Sector Check

*You will be required to work a variety of shifts including days, evenings, and weekends as required to support operational needs.

In your cover letter, please provide your current availability for work.

Apply online with your resume and cover letter in one document at www.newwestcity.ca/employment by June 4, 2025.

To support a workforce that reflects the diversity of our community; women, Indigenous Peoples, racialized individuals, persons of diverse sexual orientation, gender identity or expression (LGBTQ2S+), persons with disabilities, and others who may contribute to diversity of our workforce, are encouraged to express their interest.

*New Westminster is on the unceded and unsundered land of the Halq'eméylem-speaking peoples.
It is acknowledged by the City that colonialism has made invisible their histories and connections to the land.
We are learning and building relationships with the people whose lands we are on.*

*We thank all applicants for their interest and advise that only those selected for an interview will be contacted.
This position is only open to those legally entitled to work in Canada.*