



JOB POSTING

FOOD SERVICES ASSISTANT

(Casual)

Better Living Health & Community Services has an opening for a Casual position as Food Services Assistant. The successful candidate will assist with food preparation and service for the following divisions of Better Living: Adult Day Program, Meals on Wheels, Community Centre and the Better Bistro. Food safety and excellent customer service are fundamental.

The Successful Candidate for this Position Must Have the Following Qualifications:

- 6+ months of cashier and food service handling and preparation experience.
- Experience preparing and handling hot and cold meals.
- Current Food Handler's Certification.
- Excellent client service, time management, and communications skills.
- Strong written, verbal and interpersonal communication skills.
- Ability to work effectively independently and in a team environment.
- Previous work experience in a healthcare/community services setting and experience working with seniors would be considered an asset.
- Available to work shifts between 9:00 a.m. – 2:00 p.m. Monday through Friday, with the ability to work flexible hours between 7:00 a.m. – 6:00 p.m. as required.
- Successful Vulnerable Sector Screening within one month of employment.

The Successful Candidate for this Position Must be able to:

- Assist in the preparation for all Food Service divisions in a fast past environment
- Safely operate industrial kitchen appliances, primarily heating and monitoring meals at high temperatures
- Carry out routine kitchen tasks on a daily basis while maintaining a clean working environment (including washing dishes).
- Assist in serving customers and clients within the Better Bistro and ADP environment while demonstrating excellent customer service skills
- Maintain a clean and safe workspace within the Kitchen and Better Bistro environment and practice appropriate procedures with regards to safety, quality and environmental standards.
- Assist in the planning, monitoring and ordering of food inventory; communicates any meal issues to full-time staff.
- Assist in the training, monitoring and supervision of volunteers in the Kitchen and Better Bistro.
- Assist with tracking Bistro finances daily using the cash register system, including accepting payment and balancing at the end of the day.
- Function responsibly and independently while maintaining a professional demeanor.
- Participate in occasional team and organizational meetings, trainings and supervision where required.
- Maintain knowledge, observes and practices appropriate procedures in regards to Safety, Quality and environmental standards. Keeps work area safe, tidy and clean.
- Perform other duties as required.

SALARY: \$14.99 per hour

Please email or fax your cover letter and resume to Human Resources by February 2, 2018 by 5pm.

E-Mail: hr@betterlivinghealth.org

Fax: 416-510-1104