



Employment Opportunity
On-Call Cook for Alderville First Nation Daycare

Alderville First Nation is currently accepting applications to fill an on-call cook position.

Job Scope:

The above position will be responsible for providing nutritious meals, snacks and beverages to infants and school aged children.

Duties/Objectives:

Ability to prepare meals for preschool children as well as school aged children
Prepare meals in accordance with planned menus and production sheets
Makes any necessary menu changes or substitutions, reports and records such changes as directed
Prepare and serve meals that are timely, palatable and appetizing in appearance
Assure that kitchen and food storage areas are clean and sterilized; and properly arranged at all times
Knowledge of Food Handling Rules & Regulations
Handle food in accordance with sanitary procedures
Work cooperatively with Child Care Supervisor and other staff members
May be called upon to assist in classroom

Minimum Qualifications:

- Legally entitled to work in Canada
- A valid class G driver's license; and reliable transportation would be an asset
- Current Criminal Reference Check and Vulnerable Sector Search required (if position offered)
- Ability to work independently
- Ability to maintain confidentiality at all times
- Must be CPR and Standard First Aid certified or willing to obtain

Timeframes: This is an on-call position beginning as soon as possible.

Salary: TBD

How to apply:

Applications can be delivered to the front desk of the Alderville First Nation Administration Building; emailed to mlevesque@alderville.ca. Submissions must include a cover letter, resume, along with three (3) work related references and/or letters of reference. Faxed (905-352-3242) or emailed applications will be accepted.

DEADLINE TO APPLY: Immediately (Applications accepted throughout the year)

Attention HR Manager: Melissa Levesque
RE: On-call Alderville First Nation Daycare Cook

Alderville First Nation, 11696 Second Line Road, Roseneath, Ontario KOK 2X0

Contact Melissa at (905) 352-2011 or email mlevesque@alderville.ca for more info. We thank all who apply however only those selected for an interview will be contacted. *Chief and Council retain the right to make the final decision on the selection of the successful candidate.*