



Position: Job Inventory - Cook

Competition Number: 2012-EX-EN-50290795-01

Competition posting date: 2012.06.22, closing date: 2012.10.01

City Operations Portfolio, Community & Social Services Dept., Operations Branch

Casual or Part-time Positions

Affiliation: CUPE 503 Inside/Outside

Salary: \$25,281 to \$26,612 per hour (2011 Rates of Pay)

Job Summary

Note: Applications / resumes received will be used to staff current and on-going requirements until October 1, 2012.

Responsible for preparing all food served, including general menus and special diets, Meals-on-Wheels Program and day care residents' meals, with an emphasis on resident safety and engagement.

Education & Experience

Completion of Grade 12 plus one (1) year post secondary chef training or culinary skills program that meets the standards set by the Ministry of Training, Colleges & Universities.

Three (3) years of experience in an institutional kitchen setting or related organization.

* Experience and formal training combined with demonstrated performance and ability may substitute for stipulated academic requirements.

Language, Certificates & Licenses

- Must be Ministry certified as a Cook.
- Certain positions: English oral, reading, writing required.
- Certain positions: French oral, reading, writing required.

Knowledge, Competencies & Skills

- Preparation of bulk food;
- Canada Food Guide;
- Preparation and cooking of vegetables, meat, fish and poultry, soups and sauces;
- Elementary butchery;
- Elementary dessert preparation;
- Health Protection and Promotion Act: Food Premises;
- Basic buffet preparation;
- Appetizer preparation methods;
- The 'Sanitation Code' for Canada's food industry;
- Food preparation techniques and quantities to prepare;
- Safe use and care of all food preparation and production equipment;
- Organizational techniques and leadership skills to foster cooperation and speed up food preparation;



- Workplace hygiene, health and safety standards;
- Safe work practices and body mechanics.

*If this opportunity matches your interest and profile please apply online by using the "**Apply**" button. If this is your first online application please refer to How to Apply for a Position on our career site.*

*If you are not able to apply on-line, please submit your resume and covering letter indicating the **Competition number** by mail or by Fax:*

*City of Ottawa
Recruitment & Staffing
110 Laurier Ave. West, 5th Floor
Ottawa, Ontario K1P 1J1*

Fax: 613-580-4762

We thank all candidates for their interest, however, only those selected to continue in the selection process will be contacted.

The City of Ottawa is committed to providing quality services by establishing a qualified workforce that reflects the diverse population it serves. The City encourages applications from all qualified individuals.