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| Position Title: | Kitchen Assistant | Competition #: | 46/20 |
| Ministry Unit: | Ottawa Booth Centre | Position Type: | 2 Part time positions |
| Salary Range: | $14.25 | Date posted: | December 10, 2020 |
| City: | Ottawa | Posting Expires: | December 16, 2020 |
| Applications Accepted By: | | | |
| Fax at 613 241-2818 or Email at: jobs@saobc.org  **Attention:** Employee Relations Department  **Please no phone calls.** | | | |
| Organization Description | | | |
| The Salvation Army is an international Christian church. Its message is based on the Bible; its ministry is motivated by love for God and the needs of humanity.  **Mission Statement**  The Salvation Army exists to share the love of Jesus Christ, meet human needs and be a transforming influence in the communities of our world.  **Core Values**  The Salvation Army Canada and Bermuda has four core values:  **Hope:** We give hope through the power of the gospel of Jesus Christ. **Service:** We reach out to support others without discrimination. **Dignity:** We respect and value each other, recognizing everyone’s worth. **Stewardship:** We responsibly manage the resources entrusted to us.  **Position Purpose summary:**  Assists, at the cook’s direction, the prepping and serving of all meals. Ensures the food preparation areas and dining room are clean and hygienic, all food are stored safely and all food-handling techniques are followed.  **Expectations:**   * assists in preparing and serving meals as directed by the cook * cleans the dining room, kitchen, prep area, storage room which includes the floor, tables, chairs, beverage area, mug and utensil storage area and floors * complete inventory of received goods, sort and safely store all items as per standards * rinse and process dishes, utensils, trays etc. through dishwasher, ensuring a continual adequate supply is available for use * removal of garbage and cleaning of bins * carry out any other duties as assigned within the job classification   **Health and Safety:**   * adheres to all health and safety policies and procedures in place; complies with all instructions from the employer concerning health and safety as per the Occupational Health and Safety Act and WSIB * ensures all procedures, rules and guidelines for the safety and security of clients and staff are enforced and respected * must wear non-skid CSA approved Safety Shoes   **Physical Effort:**   * the job requires a frequent amount of standing, preparing foods, moderate amounts of lifting, cutting, chopping, carrying supplies and walking * regularly required to lift and carry items up to 10 pounds unaided * occasionally required, with help, to lift and move up to 50 pounds * occasionally required, with the aid of proper equipment, to push/pull skids of food up to 200 pounds   **Workplace Hazards:**   * may deal with angry and abusive clients * may encounter verbal abuse   **QUALIFICATIONS:**   * minimum of a high school diploma; successful completion of a recognized certificate in cooking and/or meal prep a strong asset * knowledge and proven ability to carry out basic cooking techniques * less than 2 years recent experience working in an institutional kitchen setting preferably serving a marginalized/vulnerable population * current certification in - City of Ottawa approved Safe Food Handlers * good organization skills * good communication skills * non-skid CSA approved Safety Shoes are required * must supply a current Clear Police Reference Check   **HOURS:** 1. Part Time position – Saturday, Sunday and Monday10:00am – 6:30pm  **2.** Part time position **–** Saturday and Sunday 6:30am – 3:00pm    *The Salvation Army will accommodate candidates as required under applicable human rights legislation. If you require a disability-related accommodation during this process, please inform us of your requirements.*    We thank all applicants, however, only those candidates to be interviewed will be contacted.  ***Internal Applicants, please advise your managing supervisor of your intentions prior to submitting your application.*** | | | |