



## CHIPPEWAS OF KETTLE & STONY POINT FIRST NATION EMPLOYMENT OPPORTUNITY HILLSIDE SCHOOL COOK

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<b>PROGRAM AREA:</b>	EDUCATION SERVICES
<b>POSITION TITLE:</b>	SCHOOL COOK
<b>REPORTING PROTOCOL:</b>	REPORTS TO THE HILLSIDE PRINCIPAL

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**POSITION SUMMARY:** Under the direction of the Hillside Principal or Designate and working in consultation with a dietician, the School Cook prepares monthly menus and shops for food and supplies using designated suppliers. The School Cook prepares and serves nutritious meals to all students every school day.

### SKILLS REQUIRED:

- Able to manage multiple tasks in a fast setting.
- Experience in plans, preparing and serving nutritious meals in large batches.
- Knowledge and practice in hygienic food preparation and serving.
- Able to work under pressure, meet deadlines and maintain strict confidentiality
- Task-oriented work style that requires minimal direction.
- Being a positive role model through healthy lifestyles

### EDUCATION/PROFESSIONAL REQUIREMENTS:

- OSSD or equivalent
- Food Handler's Certificate
- Current criminal reference check and vulnerable sector screening.
- Valid Driver's License

### PREFERENTIAL HIRING REQUIREMENTS:

- KSPFN encourages all qualified individuals to apply. However, preference will be given to qualified First Nations people in accordance with KSPFN' General Principles of the Human Resource Management Policy, section 16 of the Canadian Human Rights Act, sub-section 24(1)(a) of the Ontario Human Rights Code, and section 7 of the Employment Equity Act. First Nations candidates who wish to qualify for preferential consideration can self-identify themselves in their cover letter.
- Successful applicant must provide a current and up to date CPIC and vulnerable sector background check upon hiring.
- Successful applicant must provide a copy of their Diploma and other related certificates
- Applicants must consent to a full background check upon hiring.

**PLEASE SUBMIT YOUR COVER LETTER AND DETAILED RESUME**

**BY SEPTEMBER 12<sup>TH</sup>, 2024 AT 4:00PM**

**ATTN: HR Department – School Cook**

**Email to: [hr.assistant@kettlepoint.org](mailto:hr.assistant@kettlepoint.org)**

**Mail to: 6247 Indian Lane, Kettle & Stony Point First Nation, ON N0N 1J1**

**Fax to: 519-786-2108**

*For a full Job Description email the HR Assistant at: [hr.assistant@kettlepoint.org](mailto:hr.assistant@kettlepoint.org). Interviews will be scheduled shortly after the closing date. ONLY THOSE APPLICANTS WHO MEET THE QUALIFICATION STANDARDS AND REQUIREMENTS WILL BE INTERVIEWED. AN UPDATED CPIC AND A REFERENCE CHECK WILL BE REQUIRED FOR THE SUCCESSFUL CANDIDATE PRIOR TO FINAL CONFIRMATION OF EMPLOYMENT.*