



EMPLOYMENT OPPORTUNITY

POSITION: Nutrition Assistant (On-Call)
LOCATION: Wikwemikong Board of Education Schools
SALARY: TBA
START DATE: On-Call

SUMMARY:

The school nutrition assistant performs a variety of workplace functions essential to the successful operation of the school nutrition program. The workplace functions include food production; sanitation, safety, and security; customer service; program regulations and accountability; equipment use and care; and professional excellence. The school nutrition assistant (supply) works under the supervision of the WBE Nutrition Coordinator.

RESPONSIBILITIES:

- **Food Preparation** - Maintain high standards of quality control for food production and service, according to Food Handler's Training, follows operational procedures and menu plans for each week in addition to being entirely responsible for preparation of food for students consisting of hot and cold food menu items.
- **Sanitation, Safety and Security**- Maintain an environment conducive to protecting the health and well-being of the school's children through quality assurance of food safety, sanitation standards and allergy review.
- **Customer Service**- Provides a positive, professional, and friendly service.
- **Equipment Use and Care** - Ensures proper use and care of all equipment.
- **Professional Excellence**- Performs all duties and responsibilities in an ethical and professional manner.

QUALIFICATIONS:

- Grade 12 Graduate.
- Food Handler's Certification and WHMIS.
- Knowledge of basic math related to quantity food preparation and service.
- CPIC/Vulnerable Sector Check (VSC) within the last 90 days and up to date TB Mantoux Test (mandatory).
- Ability to stand for 3 hours at a time and to perform work-related activities efficiently with limited supervision and under pressure.
- A positive attitude.
- Food Service Worker/Handler's certification considered an asset while experience working within a cafeteria, restaurant or other food service industry considered an asset.
- Must submit regular COVID-19 testing.

DIRECT APPLICATIONS TO: Fancy Bebamikawe

Wikwemikong Board of Education
34 Henry Street
WIKWEMIKONG, ON P0P 2J0 Email:
applications@wbe-education.ca Tel:
705-859-3834 Fax: 705-859-3787

CLOSING DATE:

ON-GOING

Preference will be given to Indigenous applicants. Self-Identification is encouraged.
We thank all applicants for their interest; however only those selected for an interview will be contacted.