



Position: Nutrition Assistant
Location: Wiikwemkoong Junior School
Salary: \$25.43 per hour
Hours of Work: 6 AM to 12:30 PM

Under the direct supervision of the Nutrition Coordinator, the Nutrition Assistant will perform the following duties:

DUTIES:

- **Food Preparation-** Maintains high standards of control for quality food production and service, according to Canada's Food Guide, follows operational procedures and menu plans for each week in addition to being entirely responsible for preparing food for students consisting of hot and cold food menu items.
- **Sanitation, Safety, and Security-** Maintains an environment conducive to protecting the health and well-being of the school's children through high levels of food safety and sanitation standards.
- **Customer Service-** Provides positive, professional, caring, 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.
- Food Service Worker certification or previous experience working within a cafeteria, restaurant, or other food service industry considered an asset.
- Ability to work independently and follow instructions when asked.
- Knowledge and appreciation of Anishinabek culture, traditions, language, and history.
- Provide a cover letter, resume, and three current work-related references.
- Provide a current original vulnerable/criminal reference check (within the last 90 days) upon offer of employment

CLOSING DATE: Thursday, November 7, 2024 @ 2 PM

DIRECT APPLICATIONS TO: "Nutrition Assistant"
Wiikwemkoong Board of Education
34 Henry Street Wikwemikong, ON P0P 2J0
Email: applications@wbe-education.ca
Tel: 705-859-3834 Fax: 705-859-3787

Preference will be given to Indigenous applicants. Self-Identification is encouraged.

Only those selected for an interview will be contacted.