



CITY VIEW CENTRE FOR CHILD AND FAMILY SERVICES INTERNAL & EXTERNAL JOB POSTING

POSITION INFORMATION	
POSTING DATE	June 26 th 2025
CLASSIFICATION	Cook (unionized)
DURATION	full-time Leave of Absence 2 months Contract Position
DEPARTMENT	Operations
QUALIFICATIONS	<ul style="list-style-type: none">• Standard First Aid and CPR/AED certification• Up to date Immunization Record• Police Records Check• Possess knowledge of the Canada Food Guide, basic principles of good nutrition• Valid City of Ottawa Food Handlers course• Minimum of one (1) year working experience
SKILLS, ABILITY AND EXPERIENCE	<ul style="list-style-type: none">• Able to accommodate dietary restrictions and preferences.• Efficient in managing time to ensure meals are prepared and served on schedule.• Ability to multitask and handle multiple dishes simultaneously.• Ability to take and follow instructions accurately.• Knowledge of food safety regulations and practices.• Maintaining a clean and organized kitchen to meet health and safety standards.• Endurance to stand for long periods, lift heavy objects, and perform physically demanding tasks in a fast-paced environment.• Proven experience as a cook, preferably in a similar setting such as a childcare facility or family service center.• Demonstrate ability to plan for economy in shopping, and in planning, preparing, and serving balanced meals and snacks• Understand the Public Health Department standards for cleanliness in the kitchen environment.• Understands the Agency's expectations for hygienic maintenance of the kitchen and storage areas• Ability to supervise the work of others• Effective oral, reading, and written skills in English• Good personal cleanliness habits• Independent, self-motivated, and flexible.
SHIFT	Full-time 7:00-3:00
HOURS	7 Hours per day
WORK WEEK	Monday to Friday



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RATE OF PAY	\$21.53-22.17
START DATE	As soon as possible
APPLICATION INSTRUCTIONS:	
<p>City View Centre promotes and values the inclusion of all individuals, including members of the LGBTQ2+ community, visible minorities, and persons with disabilities. We welcome all qualified applicants to apply for this opportunity. We recognize that diversity is a crucial factor in achieving workplace success, and we strive to cultivate a culture of inclusivity that encourages diverse individuals and ideas.</p> <p>Applications must be received by noon on Thursday 3rd July 2025 to be eligible for consideration.</p>	
SEND TO	Favour Omuvwie Email: f.omuvwie@cityviewcentre.ca