



HEAD COOK

JOB POSTING

Position Title:	Head Cook	Employee Group:	Permanent Full-Time
Department:	Faith Manor Dietary	Classification:	Cook I
Posting #:	FM COOK I PERM FT 2024-07	Hourly Rate:	As Per Collective Agreement
Application Deadline:	Until Filled	Hours/Pay:	75 Hours per pay
Application Details:	Submit Resume and External Application Form at jobs@hch.ca	Hours:	0500 h to 1300 h
Start Date:	ASAP		
	✓ First Posting		Second Posting

Organization Background:

Holland Christian Homes Inc., is a dynamic, innovative organization that provides a full continuum of care to individuals in a Christian atmosphere. It consists of two long term care homes and 6 assisted living/independent living apartment towers located in Brampton.

We believe that individuals requiring our services have the right to a lifestyle that adequately meets their physical psychological, emotional, social, cultural and spiritual needs. These services are provided by fully qualified professional staff who respects and carries out the values associated with a person-centred approach which include rights, dignity, identity, individuality, respect, privacy, choice and independence.

Under the direction of the Faith Manor Dietary Manager; Head Cook will:

Specific responsibilities include:

- Respects and carries out the values associated with a person-centered approach which include rights, dignity, identity, individuality, respect, privacy, choice and independence
- Provides supportive opportunities of conversation and social engagement to help people live their life and experience well-being
- In charge of kitchen functions and staff supervision while on duty and Dietary Supervisor is off duty. Includes redirection of staff
- Works with Dietary Manager in menu development.
- Prepares regular and diet foods of high quality according to production and standardized recipes in the correct amount needed for Tenant/Resident food service (breakfast and Lunch).
- Responsible to encourage proper and effective meal service.
- Operates electric, gas cooking equipment and kitchen utensils.
- Unlocks kitchen doors, cook's drawer in the morning.
- Plans cooking schedules to have food ready on time but not too far in advance, ensures maintenance of proper serving temperatures.
- Prepares servings according to portion control standards. Uses creativity and appropriateness in service methods and garnishes used.
- Communicates to Dietary Manager via Production/ Temp sheets documents any changes to the menu.
- Places menu items for each floor Cambro cart along with Cook 2.
- Responsible to store food supplies properly, monitor effective usage of leftovers.
- Maintains high degree of cleanliness, handles and prepares food in accordance with sanitary standards.
- Assists with cleaning own pots used.
- May check deliveries from various vendors as required.
- Performs related work as assigned, uses initiative in general.
- Reports faulty working equipment, accidents, problems to Manager/ Supervisor and/or records them on the maintenance log.
- Reads current information in Communication Book
- Attends meetings as required.



- Promote a safe workplace through hazard reporting, adherence to safe work practices, and participation in safety training.
- Assists in preparation of food items for catering events or may prepare solely as assigned.
- Performs other duties and responsibilities as assigned by the direct supervisor

Qualifications:

- Has Red Seal Occupational Standard (RSOS) with the Canadian Council of Directors of Apprenticeship (CCDA)
- Three years (full-time) experience in large quantity with institutional, health care, restaurant, or hospitality cooking (at least 150 people per meal sitting).
- Food Handler's Certificate required
- Know basic principles in portion control, recipe development, special diets, and maintenance of kitchen equipment, safety and sanitation.
- Able to operate equipment and use personal culinary skills.
- Previous experience in position health care food service facility.
- Ability to fulfill leadership responsibilities.
- Committed to providing care and work with a person-centered approach
- Experience in providing physical, social and emotional needs that are in tune with people's changing needs
- Ability to interact with seniors in a way that it can be understood and communicate in a way that meets every individual's needs and preferences including those that are cognitively challenged
- Good working record.
- Ability to demonstrate diplomacy and professionalism when working with families and other professionals.
- Exceptional interpersonal and customer service skills
- Demonstrated success in communicating with all levels of the organization that includes communicate effectively with staff, residents, families/visitors delivery/service personnel and the general public.
- Excellent problem solving, conflict resolution, and decision-making skills.
- Good judgment skills and the ability to handle and maintain confidential information
- Ability to multi-task and prioritize workload.
- Ability to work independently as well as function as part of a multi-disciplinary team.
- Ability to be proactive and take initiative where required.
- Ability to focus on assigned tasks
- Detail-oriented and professional
- Ability to effectively handle multiple tasks simultaneously
- Ability to work under conditions of frequent interruption, being undisturbed by the complexities and variety of minute details.
- Ability to lift 50 lbs. or more at different height levels
- Competence in computer applications including Microsoft Office and Outlook.
- Demonstrated ability to observe boundaries, engage in appropriate emotional regulation, refrain from dual relationships with residents, maintain confidentiality, and engage in reasonable self-care strategies designed to reduce stress by balancing work/life responsibilities.
- Ability to read, write, and speak English.
- A satisfactory and current Vulnerable Sector Screening.
- Evidence of a negative 2 step TB Test, full COVID-19 vaccination and up to date immunizations including Flu Shot (unless medically exempt)

Must be available for weekend work as per the Collective Agreement, and to work all shifts and all areas of Faith Manor Dietary if required by the Dietary Manager.

Interested and qualified applicants should forward a Resume and Cover Letter (as ONE document in PDF format) to: Human Resources e-mail: jobs@hch.ca



Holland Christian Homes is committed to providing accessible employment practices that are in compliance with the Accessibility for Ontarians with Disabilities Act (AODA). If you require accommodation for disability during any stage of the recruitment process, please indicate this in your cover letter.

Applicants agree that by providing personal information in response to this posting, and otherwise in any recruitment process with the Company, such personal information may be retained and used by HCH for a period of one (1) year from the date of this application, for the purpose of consideration for employment opportunities which may arise during that time period, unless an Applicant notifies the Company to the contrary.”

We thank all applicants for their interest in this position, however, only those individuals selected for an interview will be contacted. No phone calls please.