

Centre Cook

Date Posted: December 13, 2024

Hourly Rate: \$22.00/hour

Location: Viola Desmond Early Learning Centre

Hours: 35 hours/week

Reports To: Supervisor, Licensed Child Care

Position Type: Maternity Leave
Contract to January 2, 2026

Number of Vacancies: 1

Why work for Milton Community Resource Centre?

MCRC goes beyond the traditional 'check in the box' approach to employee development by recognizing creativity, innovation and the work contributions of each employee that aligns with MCRC's strategic objectives. We have a wide variety of programs and services that allow our employees to explore various career opportunities within the organization. We believe in the importance of providing wellness opportunities that support employee's mental, physical and emotional health including paid sick, personal and vacation time based on position type. Our Benefits and Wellness programs include a Flexible Health Spending Account, Child Care discounts, and a free membership to THRC Resource Library.

We're looking for someone who:

- Has experience preparing meals and snacks in a child care or child focused setting.
- Has knowledge of Canada's Food Guide, the Child Care and Early Years Act (CCEYA), and Public Health regulations
- Has experience meal planning and following nutrition guidelines.
- Has the ability to follow instructions regarding anaphylaxis plans, allergies, and dietary restrictions
- Is a self-starter with well-developed organizational skills.
- Is able to independently fully support all functions of the kitchen in a child care environment including planning, preparing, cleaning, and administrative tasks.

Every day, you'll support healthy nutritional habits and build upon the interests of children by:

- Developing nutritious, seasonal menus based on current Canada's Food Guide recommendations and researching current best practices
- Planning and preparing nutritious meals and snacks in accordance with CCEYA requirements, current Canada's Food Guide recommendations, Public Health requirements and departmental policies and procedures.
- Ensuring children with anaphylaxis, allergies and other dietary restrictions are not served foods with contaminants, preparing suitable menu substitutions to meet individual dietary requirements.
- Preparing and placing weekly food orders in accordance with the current menu and in a cost-effective manner.
- Receiving weekly food orders, verifying they are correct and ensuring proper storage of all items. Food deliveries may require moving boxes up to 30 lbs.
- Ensuring proper food storage and rotation procedures are followed.
- Cleaning and sanitizing all dishes, utensils and food prep areas after each use
- Ensuring the kitchen equipment and appliances are thoroughly cleaned on a daily, monthly and seasonal basis.
- Maintaining all required documentation including menu changes and temperature logs.
- Other duties as assigned by the Supervisor

As a Centre Cook you will:

- Work Monday to Friday from 7:30am to 3:30pm
- Prepare food for infant, toddler and preschool classrooms with children from 0 to 4 years old

Prior to employment the successful candidate will have:

- Valid Ontario Safe Food Handler Certificate
- Post-Secondary Diploma/Degree in nutrition, culinary arts or other relevant certification will be considered an asset
- Current Standard First Aid/CPR C certification from a WSIB approved training partner
- Criminal Record Check with Vulnerable Sector Screen dated within 6 months
- Dated Immunization records for MMR, DTP, Polio and 1 step TB test

MCRC is committed to diversity and accessibility. To this end, MCRC endeavors to reflect the cultures, languages, and abilities of the families we serve, in our programs, services and employment practices. Please identify if you require any accommodation during the recruitment process in your application email.

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