

**POSITION TITLE:** RecPlex Kitchen Supervisor – Jim Kook RecPlex

Closing Date: September 10<sup>th</sup>, 2019

Wage - \$15.00/hour

Minimum of 35 hours per week

**FUNCTION:**

*The Town of Outlook is hiring a Kitchen Supervisor. This position will take part in the daily operations of the Arena Kitchen. The position will be a minimum of Thirty-Five Hours per week and will work in opposite shifts of the Manager on most occasions.*

**Qualifications**

- Valid Driver's License, Criminal Record/ Vulnerable Sector Check, High Level of Organization
- Food Handling Permit, Serve It Right Certificate, and Previous Cooking Experience will be considered an asset

**Duties**

- Daily and Weekly cleaning responsibilities
- Frontline Customer Service
- Food Order Preparation
- Delegate duties for weekends that Manager is not there
- Manage workers when Manager is absent
- Communicate with the public in a resourceful and respectful manner
- Carry out instructions or tasks as laid out by the recreation director

Any interested candidates are welcomed to forward their cover letter and resume by email to:

[outlookrec@sasktel.net](mailto:outlookrec@sasktel.net)

Jordy Jones  
Director of Recreation  
Town of Outlook  
306-867-9555