

TOWN OF

**Outlook**



IRRIGATION CAPITAL OF SASKATCHEWAN

**Career**

**Opportunity**

## **Kitchen Workers**

The Town of Outlook is looking for outgoing and responsible people to work in the kitchen of the Jim Kook RecPlex. Duties will include food preparation, beverage sales and customer service. If you would like to be a part of a community minded service oriented team, then this is the position for you! This is Part Time starting November 1, 2022

### **ESSENTIAL REQUIREMENTS:**

- Grade 12 or equivalent
- Food Handler Certificate or eligible to successfully complete the course in a timely manner
- WHMIS 2015
- Satisfactory Criminal Record Check, including Vulnerable Sector Check
- Must hold or be eligible to hold the Serve it Right Certification

### **MAIN RESPONSIBILITIES:**

- Complete daily cash and attendance reports, and daily operator's log
- Daily and Weekly cleaning responsibilities, including reporting checklists
- Ensure all kitchen equipment is maintained, and advise the Kitchen Manager of required repairs
- Frontline Customer Service
- Food Preparation and Cooking
- Food Order Preparation
- Communicate with the public in a resourceful and respectful manner
- Carry out instructions or tasks related to kitchen operations as directed by the Kitchen Manager

### **ESSENTIAL SKILLS:**

- Ability to communicate effectively with staff, and with customers
- Ability to work with multiple staff members
- Sound working knowledge of the practices and processes involved with food safety
- Ability to efficiently manage time and priorities
- Ability to anticipate and balance multiple priorities in order to meet demands

If you have any questions, please contact Megan Anthony, Director of Recreational Services at 306-867-9555 or email your resume and cover letter on or before September 16, 2022 to Megan Anthony at

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

or by mail to:

**Town of Outlook  
Recreation Department  
Box 518  
Outlook, SK S0L 2N0**

*Only candidates selected for an interview will be contacted.*