



CHIPPEWAS OF KETTLE & STONY POINT FIRST NATION
EMPLOYMENT OPPORTUNITY -
PART TIME POSITION – SECOND POSTING

PROGRAM AREA:	EDUCATION SERVICES
POSITION TITLE:	ASSISTANT COOK
REPORTING PROTOCOL:	REPORTS TO THE HILLSIDE PRINCIPAL

POSITION SUMMARY: The Assistant Cook will assist the School Cook in shopping for food/supplies, assist in meal preparation, and serving nutritious meals to all students every school day.

ABILITIES REQUIRED:

- Able to manage multiple tasks in a fast setting.
- Experience in plans, preparing and serving nutritious meals in large batches.
- Knowledge and practice in hygienic food preparation and serving.
- Able to work under pressure, meet deadlines and maintain strict confidentiality
- Experience working with difficult people.
- Task-oriented work style that requires minimal direction.
- Being a positive role model through healthy lifestyles

EDUCATION/PROFESSIONAL REQUIREMENTS:

- OSSD or equivalent
- Food Handler's Certificate
- Current criminal reference check and vulnerable sector screening.
- Valid Driver's License

PREFERENTIAL HIRING REQUIREMENTS:

- KSPFN encourages all qualified individuals to apply. However, preference will be given to qualified First Nations people in accordance with KSPFN' General Principles of the Human Resource Management Policy, section 16 of the Canadian Human Rights Act, sub-section 24(1)(a) of the Ontario Human Rights Code, and section 7 of the Employment Equity Act. First Nations candidates who wish to qualify for preferential consideration can self-identify themselves in their cover letter.
- Successful applicant must provide a current and up to date CPIC and vulnerable sector background check upon hiring.
- Successful applicant must provide a copy of their Diploma and other related certificates
- Applicants must consent to a full background check upon hiring.

**PLEASE SUBMIT YOUR SEALED APPLICATION, COMPLETE WITH A DETAILED RESUME
AND A MINIMUM OF THREE (3) WORK RELATED REFERENCES
BY UNTIL POSITION IS FILLED**

ATTN: HR Department – Assistant Cook

Email to: hr.assistant@kettlepoint.org

Mail to: 6247 Indian Lane, Kettle & Stony Point First Nation, ON N0N 1J1

Fax to: 519-786-2108

For a full Job Description email the HR Assistant at: hr.assistant@kettlepoint.org

Interviews will be scheduled shortly after the closing date.

ONLY THOSE APPLICANTS WHO MEET THE QUALIFICATION STANDARDS AND REQUIREMENTS WILL BE INTERVIEWED. AN UPDATED CPIC AND A REFERENCE CHECK WILL BE REQUIRED FOR THE SUCCESSFUL CANDIDATE PRIOR TO FINAL CONFIRMATION OF EMPLOYMENT.