



Advice of Position Vacancy

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| Date: | January 23, 2021 |
| Position Title: | Kitchen Assistant |
| Posting Number: | 2021-12 |
| Status: | Temporary part time (day and evening shifts required) |
| Closing Date: | Position remains open until filled. Please send your resume and cover letter to humanresources@drpeter.org |

The Dr. Peter AIDS Foundation provides compassionate HIV care for people living with significant health and social issues including mental illness, trauma, addictions, unstable housing and poverty.

Through its day health, 24-hour care residence and enhanced supportive housing programs, the Dr. Peter Centre provides healthy meals, counselling, therapies, nursing, and a safe place for peer socialization and support. This integrated model of care successfully engages individuals in their health care, improving adherence to HIV treatment and overall health.

Position Description and Duties

The Kitchen Assistant reports to the Food Services Manager and takes direction from the Food Services Manager or Cook. The Kitchen Assistant position is responsible for:

- Setting up cafeteria line with juices and other beverages, yoghurts, toast, condiments, etc;
- Assisting cooks in prep, cleaning duties and daily routine;
- Serving food and beverages;
- Putting away delivery orders upon arrival;
- Assisting in inventory and stocking of products; and
- Other duties as assigned by Cook or Food Services Manager.

Skills

- Good communication skills verbally and in writing in English language;
- Has ability to deal with others effectively;
- Practices good safety, sanitation and organizational skills;
- Able to work independently and work well with other team members in a fast-paced environment;
- Able to learn basic skills and follow instructions;
- Able to work a standing position for long periods of time;
- Able to physically perform the job; lift up to 50 lbs., stoop and stretch as required; and
- Experience working closely with a population that is living with HIV/AIDS, addictions, and mental health issues is preferred.



Qualifications

- Minimum Grade 10 education or equivalent;
- One year experience working in a food preparation position or an equivalent combination of education, training and experience; and
- Recent Food Safe certification and eligible for Level 2.

COVID-19 Restrictions

The Dr. Peter AIDS Foundation is a long term care facility that is subject to the Single Site Order (SSO) issued by the Public Health Authorities in response to the COVID-19 pandemic.