



The WestCoast Native Health Care Society

TSAWAAYUUS • ATAAPIS • HUUPSITAS

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a. 6151 Russell Place, Port Alberni, BC V9Y 7W3

JOB POSTING #0926

Job title: Cook	Bargaining Unit: HEU
Program/Service: Food Services	Classification: 20101
Job Description (FT/PT/Temp): PT	
FTE: .47 FTE	Pay Grid: 17 (\$29.24 hourly)
Reports To: Kitchen Services Supervisor	Collective Agreement: Facilities Subsector
Date Posted: September 9, 2026	Start Date: September 16, 2026
Job Summary: Resident and staff safety is a priority and a responsibility shared by everyone; as such, the requirement to continuously improve quality and safety is inherent in all aspects of this position. The Cook I prepares assigned food items by methods/procedures such as roasting, frying, grilling, steaming, poaching, boiling and baking; prepares and portions out therapeutic diet items; assigns tasks and provides direction to designated staff; portions and serves meals; prepares such items as beverages and toast; checks resident trays to ensure accuracy; and washes and scrubs pots, pans, dishes, utensils and related accessories.	
Duties and Responsibilities	
1. Prepares assigned food items by following established menus, recipes and quantity quotas, determining ingredients and quantities required and assembling ingredients and equipment required for cooking. 2. Plans preparation and cooking schedule. 3. Cooks and seasons assigned food and therapeutic diet items such as soups, sauces, salads, starches, meats, fish, poultry, vegetables and desserts by methods/procedures such as roasting, frying, grilling, steaming, poaching, boiling, baking and bulk rethermalization; tests food items for palatability and temperature and adjusts accordingly. 4. Carves food items such as meat and poultry and controls portioning of food items to ensure recipe yield meets assigned quantity quotas. 5. Maintains established food rotations in storage in order to minimize spoilage and waste. 6. Washes and scrubs pots, pans, dishes, utensils and related accessories. 7. Assigns tasks to designated Food Service Workers (Dietary Aide).	

8. Performs other related duties as assigned.
Qualifications
Education, Training and Experience: • Graduation from a recognized 12-month program in cooking or an equivalent combination of education, training and experience • A certification in Food Safe Level II
Skills and Abilities: • Ability to communicate effectively both verbally and in writing. • Ability to deal with others effectively. • Physical ability to carry out the duties of the position. • Ability to organize work. • Ability to operate related equipment.
Interested applicants please send resumes to: Dietary Services Supervisor rdenis@rainbowgardens.ca