

Job Posting

Dec 13, 2019

Casual on Call for Kitchen/Janitorial

This is a unionized position with the starting wage rate as per the current Collective Agreement. This position is open to both men and women. **Please email resume to pashelter@shaw.ca** The closing date for these positions will be **Dec 27, 2019**. This position may lead to permanent part time, or fulltime work with benefits.

Port Alberni Shelter Society

Job Description

Job Title: Kitchen Janitorial Worker

Reports to: Kitchen Manager and Administrator

Effective date: Dec 27, 2019

Last Updated: New

Benchmark: Cook

Rating for Grid level/point value:

Job Summary:

- Provide meals and support services to resident clients
- be caring, companionate and be able to show empathy in dealing with the marginalized individuals that the shelter works with.

Duties/Responsibilities:

- Prepare, cook and serve meals
- Wash dishes and food service and preparation items
- Keep food service and storage areas clean
- General cleaning of facility, janitorial, wash floors, vacuuming, dusting, empty garbage and laundry.
- Complete simple intake forms with clients, assign beds hand out needed linens and personal hygiene supplies to clients
- Act within the Policy and Procedure Guidelines of the Port Alberni Shelter Society
- Work as a team player and be responsible to communicate with other staff by both verbal and written communications

- Report any maintenance or safety needs to the shelter your supervisor or immediate client concerns to case management.

Qualifications:

- Current Food Safe level 1

- Current Criminal Records Check

- Current Worksafe level 1 First aid

- Grade 10, plus graduation from a program in institutional or residential quality cooking

- 1 year recent experience or an equivalent combination of education, training and experience

Additional Information:

- The job entails working with a broad cross section of individuals with varying needs, it is best suited to individuals that like to work with people. It is help full to be out going and have good strong personal boundaries.

Often exposed to some undesirable working conditions in the form of unpleasant dealings with uncooperative or demanding clients.