

JOB POSTING

Job Position: Food Service Worker
Department: Health Services – Adult Day Service
Status: 25 hours per week – 9.00am – 2.00pm
Compensation: \$16.00 per hour

Indus Community Services is an accredited, not-for-profit community benefit organization that has served local communities for over 33 years. We are a registered charity, supported by our donors and by all three levels of government. Through our professional staff, we are a leader in the provision of culturally responsive services to newcomers, families, women & seniors.

Vision: Leaders in building strong and supportive communities.

Mission: Supporting our growing communities to manage change through quality client-centered social & health services and responsive public education.

Position Summary:

In collaboration with team members, the incumbent performs all food related duties to provide clients with healthy nutrition and dietary support. The incumbent shall ensure that all job duties are completed in a culturally sensitive manner, consistent with the organization's ethics, integrity and excellence standards in promoting a client centered philosophy.

Responsibilities and Duties: *(but not limited to)*

- Prepares and delivers all food, beverages, snacks/nourishments for clients according to the program schedule and prepared menu.
- Receives lunch meal delivery from external caterer and completes temperature audits/documentation.
- Follows individual client meal plans as prepared by the Manager; including ensuring dietary requirements, food texture adjustments and optimizing client independence in self-feeding.
- Sets meal service according to client abilities and assists with serving meals according to portion control guidelines.
- Clears dining areas/tables, washes and puts away all dishes, flatware, pots and pans used for meals.
- Ensures kitchen, dining, food preparation, food storage areas and equipment are clean, sanitary and uncluttered, and completes scheduled cleaning duties.
- Maintains food and associated supplies inventory, including ordering, receiving and storing of supplies.
- Participates in special events to assist clients to fully participate.
- Interacts with the program participants in a professional and polite manner.
- Ensures the safety and security of program participants at all times.
- Participates in staff and team meetings, and professional development opportunities as required.
- Adopts safe work practices, reporting unsafe conditions immediately.
- Performs other duties as required.

Qualifications and Skills:

- Food Service Worker certificate/diploma from an accredited college and a current Certified Food Handlers certification required.
- Physically capable of performing the duties which require a variety of movements, and some lifting of supplies.
- Trained in work with cognitively impaired – GPA or other courses.
- Demonstrated experience and skills in working with the frail, elderly and/or cognitively impaired.
- Must demonstrate initiative and a positive attitude, with excellent interpersonal skills.
- Self-directed, self-motivated with a positive attitude and be able to work independently and as part of a team.
- Ability to prioritize, multi-task and adjust to shifting priorities.
- Excellent oral and written English skills are required.
- Sensitivity to people from different socio-economic backgrounds with an equity lens.
- Ability to work from any Indus work-site.
- A Police Vulnerable Sector Check will be required.

Interested candidates are invited to submit their application, including a complete resume of qualifications and experience, electronically to hr@induscs.ca by 12:00pm, July 20th, 2018. Please ensure your application email has the subject heading of 'Food Service Worker - (insert your name)'.

This job posting is not intended to be all-inclusive. Employee may perform other related duties to meet the ongoing needs of the organization.

Indus Community Services is an equal opportunity employer and is committed to establishing a qualified workforce that is reflective of the diverse populations we serve. We are committed to accommodating people with disabilities as part of our hiring process. If you have special requirements, please advise Human Resources during the recruitment process. We encourage applications from all qualified individuals; however, only those under consideration will be contacted. **No phone calls please.**