



## **INTERNAL/EXTERNAL JOB POSTING COMSER-24-51**

Community Services Department

Day Care Cook, Geraldton Ward

Date Posted: November 20, 2024

Job Type: Part-Time, Permanent

Current Job Description Applies CUPE LOCAL 3045

Rate of Pay: \$22.81/hr

The Greenstone Community Services Department requires a temporary part-time Day Care Cook at the Geraldton Day Care Centre. This is a permanent position with weekly hours of work of up to 25 hours per week. The position plans menus, prepares nutritious meals and snacks while practicing safe food handling procedures and maintaining a safe sanitary kitchen in accordance with the Public Health Child Care Menu Planning Practise Guide.

### **QUALIFICATIONS**

- Minimum of a Grade 12 diploma
- Knowledge of Canada's Food Guide
- Safe Food Handling Course
- Valid "G" Driver's License and access to a reliable vehicle
- Vulnerable Sector Police Record Check
- Minimum of 1 to 2 years related experience
- Bilingualism will be considered an asset

### **REPORTING RELATIONSHIP**

- Reporting to the Day Care Manager or designate

### **HOURS OF WORK**

- Required to work up to 25 hours per week, Monday to Friday with various start and end times as scheduled by the Day Care Manager/Assistant Supervisor or designate

A detailed job description is available upon request.

Applicants must apply in writing by no later than 4:30 p.m. on November 27, 2024 to:

Al Gordon, Manager of Human Resources  
Municipality of Greenstone Administration Office  
PO Box 70, 1800 Main Street  
Geraldton ON POT 1M0

Email: [al.gordon@greenstone.ca](mailto:al.gordon@greenstone.ca)  
Fax: (807) 854-1947

