

## JOB POSTING

**File:** CNFIU #10-066  
**Employee Group:** CNFIU 3001  
**Work Location:** St. Mary's of the Lake Hospital  
**Vacant Position:** Food & Nutrition Assistant  
**Wage:** \$19.378/hr. – \$19.998/hr.  
**Status:** Temporary Full Time (up to six months)

**Posting Period:**  
**August 25, 2010 – 3:30 p.m.**  
**September 1, 2010 – 3:30 p.m.**

**Please direct inquiries to:**  
Liseta Medeiros, Recruitment & Staffing Specialist, (613) 548-7222 x 2772

Apply in writing quoting file # CNFIU 10-066 in subject line to: [work@providencecare.ca](mailto:work@providencecare.ca)  
or send fax to: (613) 544-6036

All applicants are required to include an up-to-date resume outlining how their qualifications match position requirements.

### **Job Summary:**

Working as an effective team member, assist with food preparation, distribution and serving meals, nourishments and special functions for patients, staff and visitors; and to maintain cleanliness of dishes, pots equipment and work areas.

### **Qualifications:**

- Minimum grade 12 education or demonstrated proficiency following written and oral instructions in English and exercising judgement and basic problem solving
- Food Handlers Certificate preferred
- 6 months work experience in an institutional food services environment preferred
- Experience working with HACCP guidelines preferred
- Previous experience working in a computerized environment is an asset
- Verbal and written communications skills in French preferred
- Ability to work in a safe manner as per policies, standards and health & safety guidelines
- Demonstrated ability to effectively follow written and oral work instructions with attention to detail
- Demonstrated commitment and effectiveness complying to sanitation and cleanliness standards of self, work tools and work environment
- Aptitude to perform basic data entry and report generation from a computerized food and nutrition system
- Demonstrated ability to work quickly and efficiently in a production style environment
- Demonstrated client-centred attitude and commitment to the mission, values and goals of Providence Care
- Demonstrated professional communication, work attitude and behaviours in interaction with internal and external contacts
- Demonstrated effectiveness as a team member through collaboration, respect and effective communication
- Demonstrated effectiveness working with minimal supervision with proven reliability and trustworthiness
- Proven willingness to learn and acquire new information and skills
- Demonstrated good physical condition to meet the physical demands of the position.

### **Working Conditions:**

- Lifting, carrying, pulling and pushing items ranging in weight from 10 to 20 kgs
- Frequent walking/standing for extended periods of time
- Stretching and reaching above shoulder height, stretching and bending below waist height, twisting through waist
- Prolonged periods gripping and holding items with either or both hands
- Handling job related chemicals, solutions and products
- Exposure to hot and cold temperatures

For a complete list of duties and qualifications, please contact Recruitment & Staffing.