

# Cook Team Leader

## Posting #PRC2023-70A

Oak Bay Parks, Recreation and Culture is seeking an organized and reliable individual to be our Cook Team Leader. Under the direction of the Lounge Supervisor, this position is responsible for the overall safe and smooth operation of the Sportsview kitchen. The Cook Team Leader will also assist with menu planning, maintaining supplies, and preparing and presenting nutritional and tasty meals, soups, and sandwiches. Oak Bay Parks, Recreation and Culture offers an additional 14% in pay per hour in lieu of benefits for auxiliary employees, a staff facility pass that provides access to our weightroom, pool, skating rink, and drop-in fitness classes (granted with a regularly scheduled weekly shift). Oak Bay offers opportunities for advancement and growth within our organization.

### **RESPONSIBILITIES**

- Supervising and training on duty kitchen staff.
- Overseeing the organization and provision of the food services by planning and/or preparation of daily menus as ordered by patrons.
- Managing the cleanliness of the kitchen, food storage and food delivery areas.
- Ensuring the facilities are properly prepared and left in a clean and tidy state at the end of the day.
- Adhering to all safety standards and regulations for the benefit of patrons.
- Answers questions and works with patrons in a warm and friendly manner.
- Assist with ordering food supplies and managing inventories.

### **QUALIFICATIONS**

- 2 years of experience in cooking and food preparation in a similar environment.
- Successful completion of a recognized provincial food services program, or equivalent industry experience and training.
- Emergency First Aid & CPR C certification.
- BC Food Safe Certificates, Levels 1 & 2.
- Serving It Right Certificate.
- Provision of a current Police Information Check with Vulnerable Sector Screening (Note: This is the applicant's financial responsibility to obtain this).

<b>HOURS OF WORK</b>	Monday-Sunday, various hours between 7:00am-10:00pm; up to 25 hours per week as required. <i>Please Note: Hours may vary based on operational requirements.</i>
<b>LOCATION(S)</b>	Oak Bay Recreation Centre
<b>RATE</b>	\$26.88 (\$23.58 per hour plus \$3.30 per hour in lieu of benefits – 2023 rates)
<b>STATUS</b>	Auxiliary (This is a union position)
<b>BENEFITS</b>	<ul style="list-style-type: none"> <li>• 14% in lieu of benefits per hour</li> <li>• Staff Membership to drop-in the weightroom, fitness classes, skating, and pool (applicable to employees with 1 or more set shifts per week)</li> </ul>

*The District has previously enacted a mandatory COVID-19 vaccination policy to safeguard the wellbeing of all employees. This policy may be reinstated based on the level of assessed risk to District employees or Provincial Health Order requirements.*

**This posting will remain open until suitable applicants are found. Please submit applications to:**

Job Application Drop Box, Oak Bay Recreation Centre,  
1975 Bee Street, Victoria, V8R 5E6; or  
Email to: [recreationjobs@oakbay.ca](mailto:recreationjobs@oakbay.ca)

**Subject line in email should read: PRC2022-70A Cook Team Leader**

**Please note that only short-listed applicants will be contacted**