



FULL TIME JOB OPPORTUNITY

(Union position)

POSTING #2021-25

HEAD COOK

Monterey Centre

We are looking for an energetic, creative, and versatile individual to fill the position of Head Cook at Monterey Centre. Under the direction of the Monterey Coordinator this skilled position is responsible for planning and preparing, daily menus, cost controls as set by the Parks, Recreation & Culture administration, and ensuring the satisfactory delivery of services to Monterey Centre patrons in a smooth and effective manner.

Responsibilities:

- Plans, prepares and presents nutritional and tasty meals to meet the needs of the older population;
- Maintains cost controls and develops menu and pricing recommendations;
- Arranges all details with respect to provision of banquets and special events for up to 200-300 people;
- Maintains accurate supply and stock controls;
- Performs all duties related to provision of food and beverages and ensures that all Liquor Control, Health and Municipal guidelines are met;
- Works effectively and harmoniously with staff, volunteers and patrons;
- Works independently and responsibly without direct supervision;
- Performs other related duties as required.

Qualifications:

- Successful completion of a recognized food and beverage training course;
- Minimum of two years' experience in all areas of the restaurant industry, including high volume banquets and/or events;
- Food Safe and Serving it Right Certificates;
- Current BC Driver's License (class 5);
- Current CPR 'C' and OFA Level I certifications;
- Provision of a current Police or RCMP Criminal Record check.

Hours: Monday – Friday, 6:00am – 2:00pm, 35 hours per week
(Hours may vary based on operational requirements to include evenings and weekends)

Rate of Pay: \$2,064.17 - \$2,154.85 bi-weekly (\$29.49 - \$30.78 per hour) plus municipal benefits.

Please submit applications by 4pm, Friday, July 2nd, 2021 to:
Job Application Drop Box, Recreation Oak Bay, 1975 Bee Street, Victoria, V8R 5E6
Email: recreationjobs@oakbay.ca

Subject line in email should read: 2021-25 Head Cook – Monterey

Only shortlisted applicants will be contacted.