

Head Cook

Posting #PRC2024-02

Oak Bay Parks, Recreation and Culture is seeking an energetic, creative, and a versatile individual for the Head Cook position at Monterey Recreation Centre. This skilled position is responsible for planning and preparing daily menus, supervising food and beverage service staff and volunteers, maintaining cost controls as set by Parks, Recreation & Culture administration, and ensuring satisfactory services to our patrons so that such services operate in a smooth, effective manner. Oak Bay Parks, Recreation and Culture offers a fantastic Municipal Benefits package which includes Pension Plan, Health and Dental coverage, vacation, and sick time entitlement. Other benefits include a Staff facility pass that provides access to our weightrooms, pool, skating rink, and drop-in fitness classes.

RESPONSIBILITIES

- Supervises food/beverage services, including responsibility for hiring, training, scheduling, and evaluating staff and maintaining accurate supply and stock controls.
- Maintains cost controls and develops menu and pricing recommendations.
- Plans, prepares, and presents nutritional and tasty meals to meet the needs of the older population.
- Arranges all details with respect to provision of banquets and special events for up to 200 people.
- 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 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 1 certification.
- Provision of a current Police Information Check with Vulnerable Sector Screening (Note: This is the applicant's financial responsibility to obtain this).

HOURS OF WORK	Monday-Friday – 6:00am-2:00pm (40hrs/week) Note: Hours may vary based on operational requirements to include evenings and weekends
LOCATION(S)	Monterey Recreation Centre
RATE	\$32.89 (step 1) - \$34.32 (step 3) – 2024 rates (40hrs/week)
STATUS	Full-Time (This is a union position)
BENEFITS	<ul style="list-style-type: none">• Municipal Benefits include; Pension Plan, Extended Health & Dental coverage, vacation, and sick entitlement.• Staff Membership to drop-in the weightroom, fitness classes, skating, and pool (applicable to employees with 1 or more set shifts per week).

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.

Please submit applications by 4:00pm, Friday, January 26, 2024 to:

Job Application Drop Box, Oak Bay Recreation Centre,
1975 Bee Street, Victoria, V8R 5E6; or

Email to: recreationjobs@oakbay.ca

Subject line in email should read: PRC2024-02 Head Cook

Please note that only short-listed applicants will be contacted