

Cook Team Leader

Posting #PRC2025-74

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. Our Auxiliary staff enjoy a free Staff Pass when they work one shift per week, flexibility in hours to accommodate different lifestyles, a culture that cares about work-life balance, and 14% pay on top of their hourly wage in lieu of benefits. We foster a learning environment and provide you with on-the-job training.

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.
- Current Emergency First Aid or Standard First Aid with CPR-C 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-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>
LOCATION(S)	Oak Bay Recreation Centre
RATE	\$27.69 (\$24.29 per hour plus \$3.40 per hour in lieu of benefits – 2024 rates)
STATUS	Auxiliary (This is a union position)
BENEFITS	• 14% in lieu of benefits per hour • Staff Membership to drop-in the weightroom, fitness classes, skating, and pool (applicable to employees with 1 or more set shifts per week)

Please submit applications by Wednesday, November 12th, 2025 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: PRC2025-74 Cook Team Leader

Please note that only short-listed applicants will be contacted after the closing date of the posting