



## INVITES APPLICATIONS FOR THE FOLLOWING POSITION

|                                 |                               |
|---------------------------------|-------------------------------|
| <b>Position:</b>                | <b>Cook 1</b>                 |
| <b>Location:</b>                | Frontier Collegiate Campus    |
| <b>Start Date:</b>              | As soon as possible           |
| <b>Hours/Days/Months:</b>       | 40 hours/week, 10 months/year |
| <b>Term of Employment:</b>      | Permanent                     |
| <b>Salary:</b>                  | \$24.86/hour                  |
| <b>Unionized/Non-Unionized:</b> | Unionized                     |
| <b>Application Deadline:</b>    | <b>Open Until Filled</b>      |

Under the direction of the Cafeteria Coordinator, the Cook is responsible for the preparation of all meals for the Campus Cafeteria and ensuring the sanitary operation of the kitchen. Shift work including evenings and weekends will be required.

### QUALIFICATIONS

- Diploma in Culinary Arts or equivalent related post-secondary education acceptable to the Division
- Certification in either National Food Safety Training Program, Food Safe or Food Handler's Sanitation
- Two years commercial/institutional cooking experience
- Preference will be given to candidates with quantity or institutional cooking experience
- Thorough knowledge of safe sanitation and food-handling techniques and Workplace Health and Safety
- Knowledge of WHMIS and First Aid
- Excellent verbal and written communication skills
- Ability to work in a fast-paced environment during preparation and meal times
- Physically capable of performing assigned duties – ability to lift and carry containers and dishes (maximum approximately 50 lbs.)

### DUTIES AND RESPONSIBILITIES

- Prepares all meals, orders, and side dishes in accordance with the Healthy Foods Policy
- Ensures meals are prepared and ready for service on time and in a presentable fashion
- Directs and supervises student employees as to service and cleaning duties
- Maintains a clean and sanitary workspace during and on completion of shift
- Follows and accurately maintains inventory control system
- Reports stock requirements and/or shortages to the Food Services Coordinator as noticed
- Ensures that inventory is accessible and prep work is completed for each meal for which they are responsible
- Ensures safe food handling and safe work practices are followed and reports any concerns immediately
- Performs other duties as assigned.

Applications must include a cover letter, current resume and a list of three professional references including contact numbers, all of whom must have knowledge of the applicant's performance in the applicant's current or recent assignment. Consent to contact references is also required.

*Thank you for your interest; however, only applicants selected for an interview will be contacted.  
By applying, you consent to the Division contacting your references. As a condition of employment, the successful candidate will be required to submit a clear Criminal Record Check (including Vulnerable Sector Check) and Child Abuse Registry Check, at their own expense. Further information is available at [www.fsdnet.ca](http://www.fsdnet.ca)*

*Reasonable accommodations are available for persons with disabilities on request.*

Forward application package to:  
Vincent Cable, Principal  
Frontier Collegiate  
Cranberry Portage, MB R0B 0H0  
Fax: (204) 472-3191  
Email: [Vincent.Cable@fsdnet.ca](mailto:Vincent.Cable@fsdnet.ca)  
Posting Date: September 25, 2025

