



School District #49 (Central Coast)

Posting #S396-24/25
August 23, 2024

Nusatsum Elementary School
Temporary Food Service Worker (5 hours/day)
September 1, 2024 to June 30, 2025
Internal/External

An individual is required to perform duties as a temporary Food Service Worker (5 hours/day) at Nusatsum Elementary School. The daily schedule will be determined by the principal and may be varied if necessary to meet the needs of the school and students. Assignment may change depending on enrolment.

Typical Responsibilities:

- Plans menus and develops recipes according to nutritional needs of the students; estimates food requirements; orders and receives supplies and resolves discrepancies with suppliers;
- Monitors expenditures for assigned area; makes recommendations regarding budget for assigned area;
- Evaluates food and beverage products being served to ensure established standards of quality, quantity and food safety are maintained;
- Ensures safety practices and procedures are adhered to. Oversees and updates standards and procedures for assigned area, on approval from the Principal;
- Oversees the storage of food and related items at Nusatsum Elementary School; establishes and ensures maintenance of food rotations in order to minimize spoilage and waste;
- A commitment to and successful experience working collaboratively in a team setting;
- Willingness to participate in professional development opportunities relating to food and nutrition;
- Performs other related duties as required;
- Be willing to submit to a criminal record check.

JOB REQUIREMENTS

Knowledge, Abilities and Skills

- Strong written and oral communications skills;
- Interpersonal, organizational and problem-solving skills;
- Knowledge of provincial food safety standards;
- Knowledge of basic food preparation and serving as it relates to the meal program;
- Ability to establish and maintain effective working relationships with school and district personnel, students, parents and the greater community, and the ability to work as a team member;
- Ability to recognize emergent situations and the ability to recognize when problems need to be referred to administration;
- Physical strength to lift and carry items like books, coolers and bins filled with food and beverage products, etc.;
- Ability to use general office equipment and skill in the use of computers and software applications.

TRAINING AND EXPERIENCE

Graduation from a two-year program in Food and Nutrition Management from an educational institute recognized by the District, CSNM (eligibility of CSNM), plus a 1 year related experience or an equivalent combination of training and experience would be an asset.

CERTIFICATES

- Food Safe I
- Food Safe II would be an asset

This position is included in the Central Coast Non-Teaching Staff Association with a starting wage of \$28.18 per hour. A successful Criminal Record Check must be completed prior to acceptance of employment.

Applications containing details of education, experience and references are being accepted until filled and should be submitted to: tmoren@sd49.ca

Ms. Alannah Stewart
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