

Job Description – Cook

Work Location: Greater Fredericton area.

Salary: \$18.50/hour, 30 hours/week.

Job Description

The Cook is responsible for the daily preparation of food for Café D'Ici, catering services, and the school cafeterias served by CÉ D'ICI. Under the supervision of the Food Services Manager, the Cook is responsible for ensuring the quality, food safety, and presentation of all food served to customers. This position requires strong organizational skills, strict adherence to hygiene and food safety standards, and the ability to work efficiently in a fast-paced environment.

Key Responsibilities

1. Meal Preparation

- Prepare food according to established menus and the Head Cook's instructions.
- Ensure portion control and maintain quality standards for all food prepared and served.
- Follow recipes and ensure product consistency in accordance with established standards.

2. Food Safety and Hygiene Standards

- Maintain the cleanliness of work areas, equipment, and utensils.
- Strictly follow food hygiene and safety standards at all times.
- Handle food safely and ensure storage conditions comply with current regulations.

3. Meal Quality Control

- Ensure meals are prepared and presented attractively and meet the organization's quality standards.
- Monitor cooking and seasoning to ensure customer satisfaction.

4. Inventory Management and Supply

- Inform the Head Cook of ingredient and product needs to ensure effective inventory management.
- Assist with receiving and storing deliveries of ingredients and food products.

- Ensure ingredients are used efficiently to minimize food waste.

5. Customer Service and Kitchen Operations

- Ensure meals are served on time in school cafeterias.
- Actively participate in daily kitchen duties, including cleaning work areas and organizing equipment.
- Assist the team with other duties as required, such as preparing special meals or serving students.

6. Adapting to Special Dietary Needs

- Take into account students' special diets, food allergies, and intolerances.
- Adapt meal preparation to dietary restrictions while maintaining meal quality and variety.

7. Commitment to Sustainability

- Support the mission of CÉ D'ICI by prioritizing the use of local and sustainable products in meal preparation.
- Apply environmentally responsible kitchen practices, including waste sorting and reducing food waste.

Required Qualifications

- Professional culinary diploma or equivalent experience.
- 1–2 years of experience as a cook in a similar environment.
- Excellent knowledge of food hygiene and sanitation standards (Food Safety Certificate required).
- Ability to work in a fast-paced environment and manage multiple tasks simultaneously.
- Ability to work as part of a team and follow the Food Services Manager's instructions.
- Flexibility and adaptability to daily changes in kitchen operations.
- Strong spoken and written English; functional knowledge of French is an asset.
- Basic knowledge of Microsoft Office (Word, Excel, Outlook).

Please send your resume at chaddockpaul@gmail.com