Head Cafeteria Helper

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Position covered by the Collective Agreement with the University of Guelph Food Service Employees’ Association

Head Cafeteria Helper

Hospitality Services

8 Month Limited Full-Time Appointment
Work period is September 1 to April 30 each year
Off work period is May 1 to August 31 each year

Hiring #: 2018-0009

Please read the Application Instructions [1] before applying

The position works under general supervision of a Unit Manager and is responsible for performing and/or supervising employees in setting up, serving and dismantling food counters, dining room equipment, etc. and in cleaning tasks. The incumbent supervises and assists in: serving food; preparing food such as sandwiches, salads, tea, coffee, etc.; ensuring correct portion size and plate arrangement and ensuring food is ordered and placed on steam tables. Responsibilities include: staff training; guarding against food wastage and loss; reporting any mechanical trouble; maintaining records of food usage; cleaning assigned areas; ensuring proper food storage; ensuring compliance with all safety regulations; ensuring a clean and safe working environment with active participation in the department’s health and safety programs; serving and inventory of alcoholic beverages; attending meetings and ensuring proper dress code is maintained. The Head Cafeteria Helper performs responsibilities of Assistant to the Unit Manager during absences, including cash control and security.

Requirements of the position include: Secondary school graduation plus several years related experience or an equivalent combination of education and experience in quality food service. Valid Smart Serve Certification and Food Handlers Certificates are preferred. Thorough knowledge of food preparation, serving and pricing is required. Candidates should demonstrate excellent leadership, organizational and problem solving skills and be computer literate. The candidate must be willing to work a flexible work schedule including late nights and weekends.

Start Rate $21.91 per hour
Job Rate $26.89 per hour

All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority. At the University of Guelph, fostering a culture of inclusion [2] is an institutional imperative. The University invites and encourages applications from all qualified individuals, including from groups that are traditionally underrepresented in employment, who may contribute to further diversification of our Institution.

Posting Date: 2018 01 08
Closing Date: 2018 01 15
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Source URL: https://www.uoguelph.ca/hr/careers-guelph/current-opportunities/head-cafeteria-helper

Links
[1] https://www.uoguelph.ca/hr/careers-guelph/how-apply