

# MÉTIS ADDICTIONS COUNCIL OF SASKATCHEWAN INC.

## MACSI Employment Opportunity



<b>Date:</b>	<b>Tuesday, November 22, 2022</b>
<b>Position:</b>	<b>Cook</b>
<b>Status:</b>	<b>Casual</b>
<b>Job Type:</b>	<b>Permanent</b>
<b>Hours of Work:</b>	<b>Call-in Shifts - Not Guaranteed</b>
<b>Competition #:</b>	<b>RG 3142</b>
<b>Location:</b>	<b>Regina Treatment Centre</b>
<b>Address:</b>	<b>329 College Avenue East Regina, SK S4N 0V9</b>

As a Cook with the Métis Addictions Council of Saskatchewan Inc. (MACSI), you will be responsible for the preparation, cooking and serving of full course and short order meals of the food services section of the Treatment Centre. The Cook prepares and cooks individual menu items in a volume dining or food service facility. This position reports directly to the Regional Manager. All candidates must have a valid First Aid & CPR certification and Food Safe handling course. As this position is casual in nature, shifts will be acquired on a call-in basis and may be during the hours of 8:30 AM to 4:30 PM, 4:30 PM to 12:30 AM or 12:30 AM to 8:30 AM, Sunday to Saturday. This position is open to applicants of all genders.

### Qualifications:

- Minimum grade 10 education
- Seven to 11 months of work experience working as a cook in a commercial food service facility
- Possession of a Certificate of Completion in culinary arts and/or Foods and Hospitality Service from a certified community college or technical school
- Equivalent combination of education and work experience will be considered
- Selected applicants are subject to, and must pass, a full background check, including a vulnerable sector criminal records check
- Incumbent must possess a valid driver's license
- Applicant must have or be willing to obtain (at the cost of employer) a valid Food Handler Permit as required by the province of Saskatchewan

### Responsibilities, Duties and Performance Expectations:

#### Food Preparation

- Follow menus, prepare and service attractive and nutritionally balanced meals
- Prepare food according to standardized menus and recipes
- Gather and combine ingredients required
- Wash, slice, chop, grate, stir, knead, measure, mix and weigh food products
- Cook food by boiling, grilling, steaming, deep frying, roasting or baking
- Cook breakfast, lunch or dinners
- Prepare foods such as meat, potatoes, casseroles, vegetables, soups, salads, sandwiches, pancakes, eggs, French toast; and desserts such as cobbler, cakes, pies, cookies, bread, custard and gelatin
- Provide special foods for clients with dietary needs and/or restrictions
- Prepare food for special events and activities

#### Kitchen

- Ensure health and sanitary standards and regulations for food services are followed in daily kitchen operations
- Perform the maintenance and sanitation of the kitchen area, dining room and refrigeration and storage areas as requested
- Ensure that all freezers and food storage units are kept locked at all times
- Report any concerns or problems related to the efficient operation of the kitchen to the Regional Manager

- Provide warm, home-like environment for the clients, and offer positive support to clients whenever possible reporting any concerns related to clients' behaviors or difficulties to the Regional Manager
- Report any malfunctions of kitchen equipment or difficulties in kitchen maintenance to the Regional Manager
- Assist in general housekeeping duties of the Treatment Centre and other duties as assigned by the Regional Director
- Attend all staff meetings and other sessions, and participate in cultural recreational and community activities related to the Centre, as assigned by the Regional Manager

**Knowledge, Skills, and Abilities:**

- Michif or second language an asset
- Knowledge of interviewing methods and techniques
- Knowledge of Métis, First Nations and Inuit history, social issues, culture, and spiritual protocols
- Knowledge of commercial cooking and food preparation tools
- Skills in creating menus
- Skills in adjusting recipes when needed based on available ingredients
- Ability to communicate effectively, both verbally and in writing
- Excellent interpersonal and human relations skills
- Knowledge of Occupational Health & Safety Act and other relevant legislation as it pertains to cooking in a commercial facility/kitchen
- Basic Knowledge of the treatment facilities

**Physical Demands & Working Conditions and Associated Risks:**

- Regularly walk, stand, or stoop, occasionally lift, carry, push, pull or otherwise move objects weighing up to 50 pounds
- Occasionally drive a motor vehicle
- Work is performed in a kitchen, dining room or other common areas of treatment Centre
- May be exposed to contagious or infectious disease
- May be exposed to dangerous and/or volatile situations, which could result in bodily injury

**SHIFT:** Call in Shifts any of the following: 12:30 AM to 8:30 AM, 8:30 AM to 4:30 PM or 4:30 PM to 12:30 AM

**DAYS OF WORK:** Call-in shifts based on seniority, up to full time hours - hours are not guaranteed

**PAY RATE:** Cook \$17.13 - \$18.41 per hour

**DEADLINE FOR APPLICATION:** Wednesday, November 30, 2022

**All interested candidates should forward their resume, three (3) professional references, and a copy of clean driver's abstract, quoting Competition #RG3142 in the subject line to:**

**Attention: Kim Laliberte – Director of Human Resources  
Métis Addictions Council of Saskatchewan Inc.  
E-mail: [jobpostings@macsi.ca](mailto:jobpostings@macsi.ca)**

**MACSI requires all employees be double vaccinated against Covid 19.**