



SCHOOL DISTRICT 78
FRASER-CASCADE
EVERYONE PULLING TOGETHER

INTERNAL POSTING No. 25-037
CONTINUING

UNION VACANCY NOTICE

October 4, 2024
Date of Distribution

Applications are invited for the following position as detailed below:

EFFECTIVE DATE: October 15, 2024

DESCRIPTION: Food Service Assistant
Five (5) hours per week

LOCATION: Silver Creek Elementary

HOURLY RATE: \$ 22.98

DEADLINE DATE: October 10, 2024 at 2:00 p.m.
(Applications will not be considered after 2:00 p.m.)

Major Duties/Qualifications: Classification Description at each location

Please direct all applications to: Human Resources
School District No. 78 (Fraser-Cascade)
650 Kawkawa Lake Road
Hope, B.C. VOX 1L4
Fax (604-869-7400)
Phone (604-869-2411)
Email laurie.bjorge@sd78.bc.ca

PLEASE POST ON SCHOOL BULLETIN BOARD

INTERNAL APPLICANTS ARE GIVEN FIRST CONSIDERATION

All applicants not currently employed by this School District must sign a release to permit a criminal record review prior to confirmation of hiring

Summary

Assists with the operation of the school meals program, including preparing and serving food, maintaining food safety, monitoring students at mealtimes, and maintaining food records.

Duties and Responsibilities

- Prepares and serves food items prior to and during meal periods
- Prepares a variety of hot and cold food items and portions
- Maintains a clean work area by washing and cleaning kitchen area, supplies, and equipment. Stores excess food and supplies. Replaces items in storage areas
- Receives, stores, and rotates incoming food supplies and materials and records inventory of food supplies and materials
- Operates equipment such as blender, stove top, oven, microwave, and dishwasher
- Washes, dries, and stores kitchen dishes and laundry
- Assists with menu planning and ordering food supplies and materials

Qualifications and Skills

- Grade 12 or equivalent
- Completed *Food Safe* course
- Previous domestic or commercial food preparation experience
- Ability to maintain positive working relationships with staff, students, and family members
- Physical capacity to unload, stock, and transport food supplies
- Valid BC driver's license and access to a vehicle