



Cook/Culinary Assistant Part-Time

Port Hardy and North Island
Port Hardy

Monday August 24, 2026

Minimum wage - \$ 20/ hour (\$19 per hour)

Company: Gwa'sala-'Nakwaxda'xw School

Industry: Tourism/ Hospitality

Remote/Camp Based Job: No

How to apply:

Please E-mail applications or mail applications, including a cover letter stating your interest, and a current resume listing experience, qualifications and references to: Reed Allen - Principal Gwa'sala-'Nakwaxda'xw School Box 1799, Port Hardy, B.C., V0N 2P0 E-mail: rallen@gwanak.bc.ca Closing date for this position is August 21, 2026, at 3:00 PM.

Attachment: [Kitchen support 2026_0.pdf](#)

Expiry Date:

Monday, September 07, 2026

Details:

Employment Opportunity Cook/Culinary Assistant 20 hrs per week/\$19.00 per hour
A part-time Cook/Culinary Assistant is being offered at Gwa'sala-'Nakwaxda'xw School for the 2026-27 school year, starting on August 31, 2026. This is a one-year position with the possibility of continuation. Hours are 10:00 am to 2:00 pm, Monday to Friday. Under the supervision of the School Administrator, the Cook/Culinary Assistant will help prepare and serve healthy food and work directly with the school chef. The Gwa'sala-'Nakwaxda'xw School is a band-operated independent school located in Port Hardy, British Columbia, that enrolls 125 students from Preschool to Grade 7 (<https://www.gnschool.ca> or the Gwa'sala-'Nakwaxda'xw School on Facebook) Responsibilities: • Assist with food preparation and meal assembly according to established guidelines. • Serve meals and snacks to students and staff in a friendly and professional manner. • Wash dishes, utensils, pots, pans, and kitchen equipment. • Clean and sanitize kitchen work areas, serving stations, and dining areas. • Clear and wipe tables between meal periods. • Assist with receiving, storing, and organizing food supplies. • Follow food safety, sanitation, and health regulations at all times. • Be willing to participate in cultural, school, and community events and learn from parents and • community members Additional Information: Shifts are 4 hours per day, up to 20 hours per week, Monday - Friday, while in session Some hours are flexible to coordinate with food deliveries

Qualifications & Experience:

Education and Qualifications: • Completion of Grade 12 • Experience working in a kitchen • Food Safe Level 1 certified • Emergency First Aid certified • Clear criminal record check Skills, Knowledge and Abilities: • Knowledge of BC Indigenous people and experience working with Indigenous communities • Ability to lift and carry up to 25 lbs, transfer supplies and perform clean-up activities • An interest in, and ability to work effectively with students • Ability to work with minimal supervision, ability to work effectively as part of a team. • Ability to multitask in a fast-paced environment • Previous kitchen, food service, or cafeteria experience is an asset but not required. • Strong attention to cleanliness and food safety practices. • Friendly and respectful attitude when interacting with students, staff, and visitors. • Reliable, punctual, and dependable.
