

## EMPLOYMENT OPPORTUNITY

The Salvation Army – Mt. Waddington Community Ministries – Centre of Hope  
BC DIVISION – Full-Time Cook

**POSITION:** **COOK**  
**Full-Time:**  
**SCHEDULE:** **Wednesday – Sunday; 8:00 a.m. – 4:00 p.m.**  
**RATE:** **24.67/hour**  
**FACILITY:** **Centre of Hope**  
**7305 Market Street, Port Hardy BC, V0N 2P0**



Giving Hope Today

### RESPONSIBILITIES & EXPECTATIONS:

The Centre of Hope is a year-round drop-in centre which provides programs, resources, and services to the Mt. Waddington Region. The Cook prepares and delivers nutritious meals according to established menus and in compliance with relevant food service and safety regulations. The incumbent is responsible for ordering supplies and adjusting menus as necessary.

### THE SUCCESSFUL CANDIDATE WILL BE RESPONSIBLE FOR:

- Preparing and presenting nutritious meals for the Centre of Hope guests and the Sobering & Assessment Program.
- Ensuring food services comply with Food Safe regulations, Canada Food Guide, and approved menu plan. Log all data as required for the kitchen.
- Makes use of and decides on the best use of resources, including donations to minimize waste.
- Ordering, receiving, monitoring and correct storing of food and kitchen supplies.
- Ensuring food service purchases remain in line with a monthly budget.
- Ensuring preventative maintenance procedures are followed for all food-services equipment.
- Maintaining Food Services area and equipment to a high standard of cleanliness.
- Daily cleaning of the facility as outlined in the task list.
- Other duties as assigned.

### QUALIFICATIONS & EXPERIENCE:

- One to three years of prior cooking experience.
- Food Safe Level 1.
- *(Alternative combinations of education and experience may be considered.)*

Interested applicants must submit a cover letter & resume to:

EMAIL: [emily.keamo@salvationarmy.ca](mailto:emily.keamo@salvationarmy.ca)

You may also submit your application in person Monday-Friday, 8:00 am - 4:00 pm at:  
Centre of Hope - 7305 Market Street, Port Hardy, BC

**PLEASE INCLUDE: "CASUAL SHELTER WORKER" IN YOUR COVER LETTER**

We thank all applicants. However, only those candidates to be interviewed will be contacted.

PLEASE, NO PHONE CALLS

The Salvation Army exists to share the love of Jesus Christ, meet human needs and be a transforming influence in the communities of our world. Each position contributes to the mission of The Salvation Army.