



# Beausoleil First Nation Human Resources

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## EMPLOYMENT OPPORTUNITY

### Prep Cook - Senior Centre

Posting Date:	May 7, 2025
Classification:	Part-Time
Supervisor:	Deborah Laramey
Hours of Work:	Monday to Thursday 9am – 1pm
Salary:	\$17.75 per hour
Closing Date:	May 21, 2025
Vacancy Status:	New

#### Overview

Beausoleil Family Health Centre is seeking an energetic and reliable individual to fill a permanent part-time position as **Prep Cook** at the Senior Centre. Preference will be given to those of Indigenous descent.

#### Key Responsibilities Include:

- Ingredient Preparation: Washing, peeling, chopping, and measuring ingredients
- Station Setup: ensuring all necessary ingredients are ready for cooking
- Kitchen Maintenance: Keeping the kitchen clean and sanitized and following food safety guidelines
- Assisting: Supporting the cook in the cooking and cleaning process ensuring timely meal prep
- Menu Shopping: Assist cook with menu plans and monthly grocery shopping
- Comply with Health Regulations and Guidelines for food handling

#### Qualifications:

- Willing to interact and show enthusiasm for working with seniors
- Operate relevant kitchen equipment
- Maintain effective interpersonal relationships with staff, seniors/visitors
- Clean and neat appearance
- Punctual and reliable
- Able to stand for long periods of time
- Food Handling Certificate considered an asset

#### How to Apply

Submit a complete application package including:

- Cover letter
- Resume
- Copies of relevant diplomas/certificates
- Two recent employment related reference contacts

Email applications are preferred and can be sent to: [jobs@chimnissing.ca](mailto:jobs@chimnissing.ca)

Alternatively, application packages may be dropped off at: Beausoleil First Nation Administration Building

Please clearly mark your application with your name and the position you are applying for. Shortlisted applicants must bring original documents to the interview.

#### Accessibility and Accommodation

Beausoleil First Nation is committed to a barrier free, inclusive recruitment process in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA). Accommodations are available on request for all applicants during the hiring process.

#### Artificial Intelligence (AI) Use

Artificial intelligence is not generally used to screen applicants for this position. In cases of high application volume, AI tools may be used to assist with organizing application data, but not to make hiring decisions.