



## EMPLOYMENT OPPORTUNITY

### COOK

<b>POSITION TITLE</b>	Cook
<b>DEPARTMENT</b>	Business Operations – Winner's One Stop Restaurant
<b>SALARY</b>	\$ 17.70 per hour
<b>TERM</b>	Part-time/shift work required
<b>LOCATION</b>	Winner's One Stop Restaurant, 10574 Highway #3 Yarmouth NS
<b>ESTIMATED START DATE</b>	July 2024

Wasoqopa'q First Nation (formerly Acadia First Nation) is governed as a custom band under the provisions of the Indian Act with established bylaws, policies and procedures. The First Nation's electoral system constitutes an election once every five (5) years with positions for one Chief and eight (8) councillors. Chief and Council elect, are the governing body responsible for making decisions for the overall health and well-being of communities, Elders, youth and families.

Wasoqopa'q First Nation is unique in its geographical composition, spread throughout the Southwestern regions of Nova Scotia spanning five counties from Yarmouth to Halifax, encompassing six (6) reserves - Yarmouth, Ponhook, Medway, Wildcat, Gold River, and Hammonds Plains, in both rural and urban settings. To support administration and business operations, Wasoqopa'q First Nation, with supporting staff, provides programs and services within two (2) Health Centres, a Youth Centre, two (2) Community Centres, six (6) administration offices, and six (6) business establishments, including economic development, education, employment, fishing, forestry, health, housing & maintenance, human resources, and social.

Wasoqopa'q First Nation owns and operates the Winner's One Stop Restaurant located in Yarmouth, NS. The restaurant is an upscale licensed sit-down restaurant with indoor and outdoor seating, a take-out menu, with gluten free, vegetarian and vegan options, also servicing the Tru Hilton Hotel with room service and catering.

#### **POSITION OVERVIEW AND OBJECTIVE**

WFN is currently recruiting for part-time cooks that are responsible for working as part of a team, in a fast-paced work environment to prepare quality food in accordance with the menu, to customers, with strict adherence to all health and safety regulations.

#### **ESSENTIAL FUNCTIONS AND DUTIES**

- Follows health, safety, and sanitation guidelines for the preparation and service of all menu items, specials and related products
- Establishes daily cook stations (hot and or cold side) and stocks them with the necessary supplies to prepare menu for service
- Prepares a variety of foods, grilling, frying, chopping, sautéing, broiling meat, seafood, poultry, vegetables, sauces and cold food items to standardized recipes
- Takes inventory counts before and after shifts, completing daily and weekly food inventory or storage sheets
- Estimates expected food consumption, based on demand and inventory counts to determine the requisition of supplies; may place orders for inventory
- Maintains the work area throughout the shift, keeping preparation and service areas clean and sanitized in observance of safe, sanitary food handling practices
- Adhere to all cost control guidelines that have been established, monitoring stock and utilizing



- products prior to expiration date to minimize waste
- Ensures the highest standards to ensure consistency in food quality and speed of quality service
- Establishes and maintains well stocked inventory of Your Winner's World C-Store, preparing and packaging products for sale
- Keeps equipment operating by following operating instructions. troubleshooting breakdowns, maintaining supplies, performing preventative maintenance, calling for repairs
- Maintains daily temperature logs, checking freezers, refrigerators, or heating equipment (and record in log) to ensure proper functioning
- Creates signage for daily specials and or special occasions and events
- Prepares orders for catering services
- Adhere to all Wasoqopa'q First Nation (WFN) Policies, Procedures and Restaurant procedures
- Other duties, training and activities related to the position, as required

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#### **QUALIFICATIONS**

- Culinary arts diploma and or culinary skills certification from a recognized educational institution
- Previous work experience in hospitality and or catering sector
- Food Hygiene or Food Handlers Certification
- WHMIS Certification is an asset
- First Aid & CPR Certification is an asset
- Occupational Health & Safety Certification is an asset
- Criminal record check required upon hiring

#### **REQUIRED ABILITIES, SKILLS AND COMPETENCIES**

- Detail oriented and highly observant
- Excellent oral and written communication skills
- Good organizational and time management skills
- Ability to manage a fast paced, highly stressful work environment
- Demonstrated time management and organizational capabilities
- A commitment to fostering, cultivating and preserving a culture of diversity, equity and inclusion

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#### **WORKING CONDITIONS**

- Hours of work are expected to occur during regular Restaurant hours of 8:00am to 8:00pm, seven (7) days a week (Shifts will be provided within this timeline)
- There may be a requirement for working any shift including mornings, evenings, weekends, and certain holidays
- A valid driver's license is required, and or access to a vehicle or reliable transportation
- There are instances of lifting heavy boxes at least up to 50 lb
- Standing for an extended period of time
- A great deal of time is spent working indoors in well maintained, heated/ventilated environment with modern and up-to-date equipment

#### **APPLICATION REQUIREMENTS**

Submit Cover Letter and Resume to [wos@acadiaband.ca](mailto:wos@acadiaband.ca) \*\*Please quote WOSCOOK# on your cover letter and indicate your salary expectations for this position.

WFN appreciates the interest of all applicants, only those selected for an interview will be contacted. WFN does not assume candidate expenses related to this recruitment process.



In accordance with the Aboriginal Employment Preference Policy of the Canadian Human Rights Commission, if all qualifications are equal, preference will be given to persons of Aboriginal ancestry and if a Wasoqopa'q First Nation Band member.

**DEADLINE TO APPLY**

**Deadline to Apply: Open Until Positions Are Filled**

*Wasoqopa'q First Nation is committed to fostering a safe workplace that provides an equitable, diverse and inclusive environment, where employees are treated professionally and with dignity and respect. We value the contributions that each person brings, and are committed to ensuring equal opportunity and participation as part of the WFN team.*

***We are a community. We make a difference.***