



# Blood Tribe Department of Health Inc.

## Employment Opportunity

**TITLE:** Cook Casual  
**DEPARTMENT:** Kainai Continuing Care Center

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**REPORTING TO:** Food & Nutrition Services Supervisor

### SUMMARY OF WORK:

The Cook prepares and cooks a variety of foods for residents at the KCCC Long Term Care unit. This would include special and therapeutic diets and special hospitality functions.

### GENERAL DUTIES & RESPONSIBILITIES:

- Prepare and cook complete meals or individual dishes and foods.
- Prepare and cook special meals for residents as instructed by Dietitian or Food & Nutrition Supervisor.
- Serves residents special and therapeutic diets.
- Supervise kitchen staff
- Oversee the preparation, cooking and handling of food.
- Plan menus, determine size of food portions.
- Monitor and order supplies.
- Assist the Supervisor in replenishing supplies
- Oversee the overall cleaning of the kitchen.
- Oversee employees in preparation, cooking and handling of food.
- Assist new employee orientation.
- Participates in the maintenance of a quality improvement environment throughout the organization such as the BTDH Accreditation status can be maintained.
- Participate in the process that will seek resident and family input and feedback with respect to services quality.

### PROFESSIONAL QUALIFICATIONS:

- Graduate of secondary school.
- Graduate of other related field courses.
- Completion of Safe Food Handling course.
- Minimum of three years' experience in related field.

### SALARY RANGE:

- In accordance with BTDH salary grid.

**Deadline for Application:** ongoing

Please forward a Letter of Application, Resume, Criminal Record Check, Credentials and Three (3) updated references to:

**Blood Tribe Department of Health Inc.**

**c/o: Human Resources Assistant**

**P.O. Box 229**

**STANDOFF, AB T0L 1Y0**

**PHONE: 737-3888**

**EXT: 8408**

**FAX: 403-737-3985**

**EMAIL: [deedrie.bt@btdh.ca](mailto:deedrie.bt@btdh.ca)**

**Incomplete application will not be accepted.**