

## Fred Victor

### INTERNAL/EXTERNAL POSTING

#### Friend's Catering Company

#### Relief Position/flexible hours (6 month contract)

#### Catering Peer Assistants – 2 positions

**Fred Victor** is a not-for-profit, community-based organization that has assisted people living on low income in downtown Toronto for close to 120 years. We work in partnership with people from diverse backgrounds who face poverty, mental health issues, addictions and/or social isolation to address their needs and hopes. The Centre has an environment that is racially and ethnically diverse and characterized by respect, choice and inclusion.

We are currently looking for Trainees to join the **Friends' Catering Company**, to work as part of a team in the delivery of high quality food.

#### Responsibilities:

1. Under the direction of the Catering Business Manager, **Catering Peer Assistants** participate in food preparation and service delivery – examples of regular tasks include chopping vegetables, lifting trays and helping to prepare dishes
2. Assist with kitchen clean-up as required and directed;
3. Assist in making catering deliveries as required;
4. Work with both the Catering Business Manager and the Catering Community Support Worker to develop a personal plan that includes identifying training and employment goals;
5. Train with the Catering Business Manager in all aspects of the catering business;
6. Train with the Catering Community Support Worker in various aspects of job preparation.

#### Qualifications:

- Willingness to work in a kitchen environment and work directly with food as part of meal preparation and service delivery;
- Experience and willingness to work as part of a team and take part in catering business and kitchen/restaurant workplace training, as well as work on their own.
- Interest in participating in a restaurant environment and in seeking further employment within the food service industry;
- A willingness and ability to work in a professional and appropriate manner with the public and/or catering customers;
- Demonstrated self-starter, who can follow direction, as well as work independently when required;
- Requires ability to respond to flexible shifts and short notice requests to fill orders;
- Ability to lift and carry trays of food from stove, to counter and to catering van;
- Ability to write, read, and converse in English;
- The position requires a commitment to taking part in training in and outside of the kitchen environment and a willingness to participate in up to 5 hours per month of related Job Skills Training

This position is paid at an hourly rate of \$11.61 plus 6% vacation pay.

**Resumes will only be accepted via email**  
**Please apply in writing by 5pm by Friday, February 17<sup>th</sup>, 2012 to:**  
[friendscatering@fredvictor.org](mailto:friendscatering@fredvictor.org)

*We strive to foster a workplace that reflects the diversity of the community we serve and welcome applications from all qualified candidates. We thank all applicants; however only those selected for an interview will be contacted.*