



INTERNAL/ EXTERNAL

Position:	First Cook
Type:	Full-time, bargaining unit, contract (1 year)
Number of Positions Posted:	1
Number of Hours:	37.5 hours per week
Rate:	\$19.21 per hour
Supervisor:	Chef Manager, Food Services
Posting Date:	July 18, 2022
Application Deadline:	August 15, 2022
Locations:	145 Queen Street East, Toronto

Fred Victor is a not-for-profit, multi-service community-based organization that has assisted people living on low incomes in Toronto for over 125 years. We work in partnership with women and men from diverse backgrounds who face poverty, homelessness, mental health issues, addictions, and/or social isolation to address their needs and hopes and advocate for a more equitable society. Please see our website at www.fredvictor.org. Fred Victor works with a highly diverse population of people and upholds the values of respect, choice and inclusion.

Fred Victor is currently looking for a First Cook to join the Training and development team at Friends Catering and Restaurant. The First Cook position will work with the Lead Cook and the Assistant Chef, and as part of a team to deliver high quality food as part of Friends Catering – A social purpose Enterprise and Friends Restaurant- a community meal program.

The position requires respect for, and expertise working with people who face mental health issues, addictions abuse and social isolation and who come from racially and ethnically diverse backgrounds. The cook participates as a member of the Training and Development team in departmental planning and development and maintains a safe and welcoming environment.

Under the direction of the Chef Manager, Food Service Supervisor or designate, the Cook provides training, guidance and support to the Food Service trainees in proper safe food handling, and food preparation, using basic culinary skills and techniques.

Responsibilities:

- Prepare food from a raw to cooked state in a safe, hygienic manner while maintaining nutritional content and palatability
- Prepare meals and snacks daily for service users in various programs
- Prepare Office catering as requested
- As well as providing guidance and support to The Food Service trainees with the proper use of cooking equipment such as stoves, fryers and meat slicers.
- Providing guidance and support to food service trainees to ensure that recipes are followed properly during food preparation and cooking times.
- Plan as well as providing guidance and support to food service trainees to ensure that and food is stored in a safe and orderly manner and used resourcefully



- Providing guidance and support to food service trainees to ensure to maintain clean and organized kitchen.
- Maintain a good knowledge of all recipes.
- Providing guidance and support to food service trainees to ensure all prepared dishes look aesthetically pleasing.
- Providing guidance and support to food service trainees to ensure appropriate portions have been prepared
- Assisting checking food deliveries for both quantity and quality standards
- Ensuring as well as, providing guidance and support that proper measure are taken when opening and closing of the kitchen
- Reporting of any equipment need of repairs to the Supervisor or Lead Cook or Assistant
- Other duties as assigned by Supervisor or Lead Cook or Assistant Chef

Qualifications:

- A provincial or vocational, or professional certificate/degree is preferred
- Minimum two years culinary experience required doing large scale catering and high-volume cooking
- Minimum one-year experience with menu planning, including accommodating special diets
- Experience cooking using a variety of methods including roasting, grilling, baking etc.
- Experience training and supporting staff, trainees and or volunteers
- Excellent customer service and communication skill
- Current Food Handling Certificate
- Demonstrated knowledge of food issues from nutrition to food security
- Experience in operation of restaurant quality appliances
- Experience teaching cooking and safe food handling skills are an asset
- Understanding of and experience working with marginalized individual with mentalhealth, and/or addiction, homelessness, and poverty
- Ability to interact with and communicate with a wide variety of people with diverse backgrounds
- Able to work independently
- Able to collaborate and work effectively with other
- Demonstrated ability to understand and maintain client/worker boundaries
- Able to lift up to 50 lbs.
- Adaptability and the ability to work in a fast-paced environment with changing work priorities
- Willingness to accommodate a flexible work schedule as some on-call work may be required on evenings, weekends and holidays
- Proficient in the use of Microsoft Office



Working Conditions:

The First Cook will work at the Fred Victor Queen and Jarvis site and attend meetings and events outside of the office whenever necessary. The work environment is fast-paced with tight deadlines and requires working under pressure. This position includes a combination of sitting, standing, walking; standing for extended periods; walking; bending, crouching, kneeling. The work involves interacting with a wide range of people and involves regular stress and handling multiple demands effectively.

Application:

Please submit a resume and cover letter by e-mail no later than: Monday, August 15th, 2022 by 5 PM to:

Ragavan Shan
Administrative Coordinator
ets@fredvictor.org

Applicants should quote the job title in the subject line

NO PHONE CALLS OR FAXES.

Proof of Covid-19 Vaccinations and a Police Record Check are required by the final candidate(s) prior to hiring.

All Internal and External job applicants must declare their vaccination status in their job applications—whether they have been fully or partially vaccinated. All candidates offered a position with Fred Victor Centre must be fully vaccinated and provide proof of their vaccination as a condition of employment. Fred Victor Centre will comply with its Human Rights obligations and accommodate employees who are legally entitled to accommodation.

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

Fred Victor is also committed to developing an inclusive, barrier-free selection process and work environment. If contacted, please advise the hiring manager if you require any accommodation measures to ensure you will be interviewed in a fair and equitable manner. Information received relating to accommodation requests will be treated with confidentiality.