

## JOB POSTING – Listowel Site

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- ✓ Paid educational opportunities
- ✓ Free staff parking
- ✓ Tuition reimbursement grants based on eligibility
- ✓ Mileage for cross site travel
- ✓ Defined benefit pension plan, benefits without waiting period
- ✓ Competitive Salaries

**POSITION POSTING #** L25-51 - Existing Vacancy  
**LOCATION:** Listowel, Ontario  
**POSITION:** Chef / Dietary Aide  
**UNIT:** Nutrition and Food Services  
**STATUS:** Casual  
**START DATE:** June 2, 2025  
**SALARY RANGE:** Chef \$27.49 - \$29.14, Aide \$25.70 - \$27.24

### POSITION SUMMARY:

As the Chef, you are responsible for the preparation and distribution of food including therapeutic and special patient diets and or hospitality/retail items. The Chef is responsible for the NFS routine ordering of groceries, produce, bread, milk and supplies either directly with the distributor or through the purchasing department. The Dietary Aide is responsible for the service of meals, including therapeutic diets, special patient orders and hospitality/retail items. The Dietary Aide communicates with patients concerning food preferences from the semi-selective menu at the point of service and maintains open communication with the NFS team, Manager of NFS and/or Clinical Dietitian as appropriate.

### QUALIFICATIONS:

- Completion of Ontario Secondary School Diploma
- Completion of a formal post-secondary program in Chefing or completion of a formal post-secondary program in the field of Nutrition and Food Services
- Safe food handling certification required
- 1 to 2 years previous related experience, Experience in a health care setting including preparation and knowledge of therapeutic diets preferred

### EFFORT:

- Moderate Physical Effort
- Average degree of mental effort and analysis

### POSITION-SPECIFIC RESPONSIBILITIES AND TASKS:

- Exhibits customer service skills, and provides front-line meal service to customers (patients or appropriate others, cafeteria, catering, vending)
- Food procurement per inventory and stock requirements
- Routine inventory orders placed, received and put away within the department
- Compiles forecast sheets and prepares applicable menu items or special requests
- Temper menu items per anticipated needs and tempering guidelines
- Pan items. Bake off / cook menu items as required, Attend to food recall items promptly
- Prepare for catering, vending, and cafeteria service as appropriate per menu/ standard item needs
- Develop weekly cafeteria menu
- Compile forecast sheets and prepares snacks, desserts using the therapeutic diet census system
- Review patient diet sheets, set up tray labels and take the burlodge carts to the patient units. Enter diet changes onto the Kardex as known
- Prepare for catering, vending, and cafeteria service as appropriate
- Check and monitor food temperatures and time in order Monitor best before dates; dispose when appropriate; rotate by first in first out
- Exhibit customer service skills

**HOURS OF WORK:** Must be available to workdays (6:30am–2:30pm), (7:00am-3:00pm), evening shifts (11:00am–7:00pm) and weekends as required

**Interested applicants are asked to apply, in writing, complete with full resume, indicating their qualifications and pertinent skills to:**

Human Resources  
Listowel Wingham Hospitals Alliance  
[careers@lwha.ca](mailto:careers@lwha.ca)

**PLEASE REFERENCE POSITION POSTING NUMBER WITH YOUR APPLICATION**

Posting Date: April 17, 2024 @ 1:00pm

Posting Deadline: Upon Successful Recruitment