



# Fort Nelson First Nation

Strong. Healthy. Proud. Self-reliant.

## INTERNAL-EXTERNAL JOB POSTING

<b>Job Title:</b>	Food Service Worker I	<b>Posting #:</b>	36-2022
<b>Department:</b>	Health and Community Services	<b>Level:</b>	G1-L1-C1
<b>Location:</b>	Day Care	<b>FTE:</b>	0.57
<b>Supervisor:</b>	ECE Program Leader	<b>Starting Rate:</b>	\$17.32 per hour
<b>Key Areas:</b>	Meal Planning, Grocery Shopping, Meal Preparation	<b>First Posted:</b>	2022-07-11
<b>Effective Date:</b>	Immediate upon hire	<b>Closes:</b>	when filled

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### SUMMARY / SCOPE

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Seeking applications from individuals with Food Safe Certification; this is a part-time temporary work opportunity expected to last throughout the summer months, with possibility for extension by mutual agreement. While there may be some ability to arrange a flexible work schedule, it is preferable that this employee works Monday 8:00 a.m. to 1:00 p.m. and Tuesday to Friday 8:30 to 1:00 p.m.

The Food Service Worker is responsible for nutritional planning, grocery shopping, and preparation of all snacks and lunches for the children of the Day Care. Meal plans are designed to contribute to the individual nutritional needs of the children, and will be designed to have a positive impact on interactions with food groups for children 5 and under. Other related duties and extra hours as required meeting the nutritional needs of the Day Care children.

#### Candidate Profile:

The Food Service Worker I must have a positive outlook and a high level of energy. The successful candidate is able to work independently while positively contributing to a teamwork environment and has experience managing and completing multiple food projects within established timelines. The position must place dependability and safety objectives above all else.

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### COMPETENCIES

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- Food Safety
- Dependability
- Safety Assessment
- Knowledge Integration
- Meal Planning
- Operate Appliances & Vehicle

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### MINIMUM QUALIFICATIONS

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- Minimum of 19 years of age and completion of grade 10
- One year or less experience working in a kitchen preparing meals
- The ability to complete duties in a safe manner, following established safety rules
- Good organizational, time management, and prioritizing skills
- Good communication, and writing/documentation skills
- Strong morals and ethics, along with a commitment to child/family privacy.
- Food Safe Level 1
- Compliance with BC Immunization program, TB screening, and COVID-19 vaccinations.
- Valid Driver's Licence & Driver's Abstract
- Ability to provide own transportation to and from work.

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### ASSETS

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The following are considered assets:

- Emergency or Standard First Aid with Child CPR (renew every 3 years)
- Criminal Record Review Program assessment (renew every 5 years); or willingness to obtain
- Experience cooking in a care facility or school facility
- Knowledge and experience working within a First Nation Community
- Ability to speak Cree and/or Dene.



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### WORK CONDITIONS

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- Lifting or moving supplies up to 40 lbs. are performed occasionally. Objects can include bags or boxes of groceries.
- Work 20 hours per week; 4 hours per day Monday to Friday (excluding general holidays) from 9:45 a.m. - 1:45 p.m.; continuous.
- Be available for one evening staff meeting per month.
- Ability to lift up to 18 kilograms (40 lbs.)
- Required to use household appliances and other kitchen equipment.
- Auditory concentration is required to listen attentively, to be alert and to obtain and interpret information correctly.
- Visual concentration or alertness is required on a regular basis to ensure safety of self and others.
- Alertness and concentration are required when working around children.
- There is a requirement to wear safe footwear at all times.
- Likelihood of injury/illness resulting from hazards is limited if safe work practices are followed.
- Extra hours may be required.

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### APPLICATION INSTRUCTIONS

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**Closes:** When filled. **Remuneration:** Rate offered to the successful incumbent is pending certification(s), skills, experiences, knowledge. \*Preference may be given to qualified First Nation's applicants. Kindly forward your cover letter and resume to:

**Human Resources, Recruitment**  
Fort Nelson First Nation  
R.R. #1, Mile 295, Alaska Highway  
Fort Nelson, B.C. V0C 1R0  
E-mail: [recruitment@fnnation.ca](mailto:recruitment@fnnation.ca)

***We thank all individuals for applying, but only those applicants whose applications clearly demonstrate meeting all of the requested minimum qualifications will receive a response.***

\* Constitution Act, 1982 [Section 35]; Canadian Charter of Rights and Freedoms [Section 15(1)]; Canadian Human Rights Act [Section 16(1)]; Employment Equity Act [Section 5(a), 10(b)]; Declaration on the Rights of Indigenous Peoples [Article 22]; ILO Convention 169 on Indigenous and Tribal Peoples in Independent Countries.