



# CAMPBELLFORD MEMORIAL HOSPITAL

COMPASSION LEARNING & INNOVATION EXCELLENCE ACCOUNTABILITY RESPECT

## Cook/Aide – Dietary (Temporary Part Time)

### Primary Duties

- In conjunction with menus, prepares and cooks all food items needed for food service to patients, cafeteria, and CMH Multicare Lodge residents
- Prepares and collects food samples daily
- Holds and stores food at proper temperatures and records food temperatures
- Controls food waste and inventory
- Checks and records morning and afternoon temperatures of refrigerators, freezers, and dishwasher
- Monitors stock levels and restocks vending machines.
- Monitors stock levels and creates a grocery list, and orders groceries accordingly
- Puts food and supply orders away and rotates food items
- Inputs patient diet orders, allergies, and preferences into patient menu software
- Assembles, delivers and collects patient meal trays
- Issues and delivers nourishment supplies
- Cleans and sanitizes all work areas, equipment, refrigerators, freezers, and ovens
- Performs Cashier duties, including preparation of cash deposits
- Other related duties as assigned

### Education & Experience

- Grade 12 or equivalent combination of education and experience
- Food Handler's Certificate, Food Service Worker Certificate and good working knowledge of food handling techniques
- 2-3 years of experience in cooking
- Experience in institutional dietary services and food and special diet preparation is preferred

### Skills & Abilities

- Demonstrated knowledge and ability to perform duties with an acceptable standard of skill and with a sense of responsibility, those functions which provide meals and snacks to patients
- Proficiency in imperial and metric measurements
- Ability to use a variety of standard institutional/kitchen equipment
- Demonstrated ability to maintain food service standards with minimal supervision
- Excellent knowledge of portion control, and cooking and holding temperatures
- Ability to follow standardized recipes
- Excellent communication skills and ability to interact effectively and professionally with co-workers, management, as well as patients.
- Required to be physically capable of lifting and moving moderately heavy items.

**How to Apply:** Email your resume and cover letter to [careers@cmh.ca](mailto:careers@cmh.ca) with the job title and competition number **C24-10** in the subject line. Due to a high volume of applicants, only those selected for an interview will be contacted.

**Our Hospital:** Campbellford Memorial Hospital is looking for compassionate and innovative team members to join our team. At CMH we have a 34-bed in-patient unit, Emergency Department, Day Surgery, Diagnostic Imaging, Laboratory and more. We serve the area between Peterborough and Belleville, providing the only Hospital between these two larger centres. Apply today to become part of our proud team of warm and caring professionals!

**Our Community:** Campbellford is a small, picturesque town in the heart of the municipality of Trent Hills. Living in Trent Hills will bring you closer to nature, offering an outdoor lifestyle with close proximity to the Trent Severn Waterway, Ferris Provincial Park, and a wealth of trails for ATVs and snowmobiles.

*We thank all applicants for their interest in Campbellford Memorial Hospital. In an effort to promote employment equity, we welcome applications from all qualified individuals including Aboriginal persons, immigrants, members of minority groups, women and persons with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.*

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