



OCHAPOWACE

P.O. Box 550, Whitewood Saskatchewan, S0G 5C0
Phone: (306) 696 2425, Fax: (306) 696 2426

CHIEF DENTON GEORGE MEMORIAL MULTIPLEX Ochapowace Nation – Job Posting

Position: **Kitchen Supervisor**
Status: **Full-Time / Term**

JOB SUMMARY:

Kitchen Supervisor is responsible for preparing/ cooking the menu items for guests in a timely manner, order any inventory that is low or needs replenishing, adhere to safety procedures, work as team, handle kitchen equipment and appliances, perform opening and closing of the restaurant, daily deposits/ receipts to the finance department, directing of all restaurant/ concession staff, organize and communicate effectively with co-workers and multiplex manager, assist in training new employees, maintain a clean kitchen, follow the Canada Food and health regulations and guidelines, Accounting for the daily billings for the hall and meeting room/ group events, perform additional tasks required.

DUTIES & RESPONSIBILITIES:

- Planning and supervising tasks carried out by the food preparation staff.
- Taking responsibility for the health and safety of the food team.
- Planning food menus and ensuring that the menu is fresh and well presented.
- Keeping abreast of culinary trends and incorporating these into the menu.
- Developing recipes and determining how best to present dishes.
- Ordering food and supplies, such as kitchen equipment, and keeping an updated inventory.
- Dealing with suppliers.
- Checking regularly that the equipment and work areas are kept spotless.
- Keeping abreast of and complying with the latest health and safety laws and regulations.

QUALIFICATIONS:

- Knowledgeable in governmental health regulations and food safety,
- First Aid and CPR
- Accounting skills and knowledge in operating a till
- Stand for long periods of time in work area or be on feet constantly
- Flexible schedule, afterhours and weekend work
- Reliable and Respectful to customers and fellow employees
- Demonstrate sound work ethics
- Ability to handle pressure and maintain an adequate energy level
- Successful applicant will provide a clean criminal record check and drug test

Application Deadline: **November 11, 2024**

Please send your Resume and Cover letter, with three (3) References to: hr@ochapowace.ca