



Housekeeper Program Assistant

Casual · Non-unionized

Are you between the ages of 15 and 30? Are you looking to gain experience working in the child care sector? Andrew Fleck Children's Services (AFCS) is looking to hire 3 Housekeeper/Assistant Cook Program Assistants to work at our Group Child Care Centres! As a Housekeeper/Assistant Cook Program Assistant, you will maintain a pleasant, clean and healthy environment for children and staff in compliance with Public Health regulations and agency procedures. You will assist in providing food and doing follow-up cleaning, keeping dining, activity, washroom and office areas sanitary and clean and doing laundry.

3 POSITIONS AVAILABLE AT VARIOUS ANDREW FLECK CHILDREN'S SERVICES SITES

These positions are partially funded through Canada Summer Jobs (CSJ), an initiative to help youth gain job skills and experience. All applicants must meet the following conditions:

Candidates must:

- Be between the ages of 15 and 30
- CSJ funding is not applicable to foreign students

| | |
|------------------------|---|
| Available from: | Full-Time & Part-Time positions available Part-Time: September 8 th , 2020 to December 11 th , 2020 Full-Time: September 8 th , 2020 to October 30 th , 2020 |
| Salary: | \$17.11 per hour + 4% vacation pay |
| Hours: | Up to 35 hours per week |
| Location: | Various Child Care locations: <ul style="list-style-type: none">• Capital Child Care Centre, 1230 Bank Street• Colonel By Child Care Centre, 1125 Colonel By Drive• George Street Child Care Centre, 195 George Street• Overbrook Child Care Centre, 557 Queen Mary Street• Sunflower Child Care Centre, 700 Montreal Road |
| Closing date: | August 16 th , 2020 |
| Apply: | E-mail: hrrecruiting@afchildrensservices.ca |

What Andrew Fleck Children's Services offers...

- ✓ Competitive salary
- ✓ A unique culture that fosters leadership, responsiveness, communication, and teamwork
- ✓ A place where your opinions will be respected and your contributions valued
- ✓ A chance to grow – personally and professionally – through our comprehensive orientation program, on the job learning, and in-house and external training
- ✓ A strong commitment to equity and diversity in the workplace and community

In this role you will...

- ✓ Maintain hygiene standards as defined under Food Premises Act, Health Guidelines, and agency policies in areas associated with food provision
- ✓ Clean counters and cupboards in the receiving kitchen or food preparation area; wash dishes
- ✓ Sweep and wash eating area floors and disinfect tables and chairs
- ✓ Maintain children's activity, washroom and staff areas in required sanitary and neat condition
- ✓ Clean and disinfect washrooms and fixtures; collect and dispose of garbage; may wash floors
- ✓ Assist in maintaining supplies; advises supervisor of needs
- ✓ Demonstrate care for and interest in children in carrying out daily duties
- ✓ Demonstrate flexibility in meeting the needs of the children by assisting teachers in maintain adequate levels of supervision when necessary

To qualify for this role you have...

- ✓ Clear Police Record Check (Vulnerable sector) completed in the last 6 months
- ✓ Immunization Record (TDP, MMR-Td current in last 10 years)
- ✓ Current Standard First Aid and CPR certification (cannot be expiring before end of contract)
- ✓ Knowledge of basic principles of health and hygiene
- ✓ Basic knowledge of food handling, housekeeping and sanitary practices
- ✓ Demonstrate understanding of licensed group care environment
- ✓ Ability to relate well to children and be flexible

It would be an asset if you had...

- ✓ Fluency in both official languages (French & English)
- ✓ Food Handlers Certificate

We are an equal opportunity employer. We thank all applicants for their interest; however only those selected for an interview will be contacted. Should the applicant require any accommodations during the application process please notify Human Resources at hrrecruiting@afchildrensservices.ca

APPLY TODAY!