



## Cook

Temporary · Full-time · Unionized

Andrew Fleck Children's Services is looking to hire a Cook for our Stittsville Program! In this role you will plan and provide meals and snacks daily while maintaining a pleasant, clean and healthy environment for children and staff within food budget guidelines. If you believe you are the perfect candidate for this role, apply now to join our growing team!

**Available from:** August 25<sup>th</sup>, 2025 to March 27<sup>th</sup> 2026  
**Salary:** \$23.90 to \$26.85 per hour  
**Hours:** 35 hours per week (7:00 am to 3:00 pm)  
**Location:** Stittsville Program, 40 Granite Ridge Drive  
**Closing date:** August 19<sup>th</sup>, 2025  
**Apply:** E-mail a copy of your resume to [hrrecruiting@afchildrensservices.ca](mailto:hrrecruiting@afchildrensservices.ca)

### What Andrew Fleck Children's Services offers...

- ✓ A unique culture that fosters leadership, responsiveness, communication, and teamwork
- ✓ Comprehensive benefits package including 3 weeks of vacation & Benefits plan through Canada Life
- ✓ 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 a pleasant, clean and healthy environment for children and staff in compliance with Public Health regulations
- ✓ Demonstrate knowledge of current Canada Food Guide recommendations
- ✓ Plan meal and snack menus considering allergies and food restrictions
- ✓ Post menu plans two weeks in advance and note any changes daily
- ✓ Provide meals and snacks daily by preparing food for immediate or future serving
- ✓ Ensure persons with allergies and food restrictions are not served food with contaminants
- ✓ Order or purchase all food and kitchen household supplies within budget guidelines
- ✓ Maintain food and kitchen household supplies
- ✓ Maintain hygiene standards as defined under the Food Premises Act
- ✓ Follow procedures in accordance with Child Care Early Years Act CCEYA
- ✓ Demonstrate care and interest in children

### To qualify for this role you have...

- ✓ High School Graduation Diploma
- ✓ Food Handlers Certificate and basic knowledge of food handling, housekeeping and sanitary practices
- ✓ Previous experience providing food in a licensed group environment
- ✓ Demonstrated experience preparing meals for persons with allergies and food restrictions
- ✓ Qualified experience in cooking for groups and operating a kitchen
- ✓ Knowledge of basic principles of health and hygiene
- ✓ Adequate energy level and ability to meet the physical demands and time constraints of the job
- ✓ Ability to work as member of a team and also independently with minimal supervision
- ✓ Clear Police Record Check (Vulnerable sector) completed in the last 6 months

*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](mailto:hrrecruiting@afchildrensservices.ca)*

