

## Cook

Copernicus Lodge is a not-for-profit, charitable and ethno-specific organization. Located in the heart of the Roncesvalles community in the heart of west-end Toronto, we provide a continuum of care in a predominantly Polish, Roman Catholic environment to meet the changing needs of our seniors.

Copernicus Lodge is a 228 bed LTC home located at Queen and Roncesvalles in Toronto adjacent to Unity Health, St Joes. It has 10 units covered by 6 attending physicians. 6 units have 26 beds and 4 units have 18 beds.

Reporting directly to the Food Service Supervisor, the Cook is responsible for all phases of food production following standards for sanitation, safe food preparation and therapeutic diet and texture modifications. The Cook follows recipes for regular, texture modification and therapeutic diets. The Cook follows proper operation of all equipment used for food preparation and instructs the Kitchen Helper as required.

### Key Role Duties:

- The pre-preparation and preparation of all meal and catering items according to production requirements and established menu cycle.
- Food preparation based on standardized recipes and production list requirements for meals and snacks and principles of conventional cooking.
- Hot and cold bulk food portioning for RHAs and hot and cold food plating for dining room.
- Maintain excellent sanitation in the kitchen, including keeping food safe within appropriate temperature zones and covering, labelling and dating of leftovers.
- Keep all work areas clean and sanitary, free from clutter.
- Maintain usable and safe food
- “In-charge” responsibilities (Cook I and Cook II) on weekends and statutory holidays; This involves handling all issues/concerns that arise in the Dietary department and contacting the supervisor/manager, if support is needed;
- Prepare, cook and portion food for regular diet, various textures, therapeutic diets and special requests following standardized recipes and following established cooking principles.
- Serve meals to various groups according to their needs: bulk service to RHAs, individual plating for dining room, adult day program, staff and visitors
- Provide instruction to Kitchen Helpers to ensure smooth work flow according to production sheets and hot and cold food requirements.
- Ensure all meals are prepared on time and in accordance with production requirements and fulfilling all sanitation and safety food standards
- Prepare for the next day’s production as required according to normal food service techniques, e.g. roast meat, freeze cabbage, etc. for next day.
- Ensure quality preparation of food items.

- Prepare required amounts of food as outlined on daily food production sheet.
- Communicate with fellow cooks concerning advance preparation.
- Follow meat tempering schedule.
- Ensure all individual plates are served in an attractive manner.
- Assist in developing new recipes and standardized recipes
- Assist in reviewing new and revised master menus and provide expertise in use of equipment and small-wares needs with regard to new and revised menus

**Qualifications:**

- Must have a chef training or culinary management diploma from a program that meets the standard established by the Ministry of Training, Colleges and Universities.
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- Must complete the Certified Food Handler course within 3 months of date of hire and be recertified every 5 years as per the standard
- Preferred 6 to 12 months experience in institutional kitchen.
- Able to work independently to produce an entire meal including all therapeutic and texture variation and able to work as part of a team.
- Knowledge of safe food handling, food storage methods, sanitation principles.
- Knowledge of therapeutic diets.
- Genuine interest to provide care and services to seniors
- Able to provide good customer service; resident-focused
- Able to follow oral and written instructions and standardized recipes.
- Good organizational and time management skills.
- Knowledge of operation and sanitation of commercial cooking equipment.
- Able to maintain a position of trust and confidentiality.
- Polish language and knowledge of Polish cuisine an asset.
- Must read and write in English.

Successful candidates hired to work within Copernicus Lodge in this role are required to provide the following information as a Condition of employment:

- Vulnerable Sector Check;
- TB Skin Testing;

Copernicus Lodge is an equal opportunity employer. We would like to thank all those that apply but only those selected for an interview will be contacted. If you have any requirements for accommodation due to disability, please advise Human Resources during the recruitment and selection process. We will work with you to best meet your needs as per resources available to us.

Please submit your cover letter and resume to Human Resources of Copernicus Lodge via email to [resumes@copernicuslodge.com](mailto:resumes@copernicuslodge.com) .

Only those candidates selected for an interview will be contacted. If you have any accessibility requirements, please advise Human Resources during the recruitment and selection process. We will work with you to best meet your needs as per resources available to us.

Job type: Permanent, Part-Time.