

# JOB POSTING



## Kitchen Helper

[Canada Summer Job Program]

Daily Bread Food Bank is one of Toronto's most recognized non-profit, charitable organizations and is dedicated to ending poverty and hunger in our communities. Daily Bread Food Bank solicits and distributes food to individuals and families in immediate need of assistance through a network of over 125 member agencies. For more information, visit [www.dailybread.ca](http://www.dailybread.ca).

**Job Title:** Kitchen Helper

**Reporting to:** Food Services Manager

**Location:** 191 New Toronto Street, Toronto, ON, M8V 2E7

**Term of Contract:** **Starting January 04, 2021 and ending March 12, 2021**

**Total number of Work Hours:** 350 (\$14.25 per hour, 35 hours per week)

### To be eligible, participants must:

- Be between 15 and 30 years of age at the start of the employment;
- Be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the *Immigration and Refugee Protection Act* for the duration of the employment; and,
- Have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.

### The Position

The Kitchen Helper is responsible for assisting the kitchen staff in the operation of the Daily Bread kitchen, including the preparation of meals for distribution to member agencies (production), and the preparation and service of hot meals in the on-site cafeteria to staff and volunteers. The Kitchen Helper is also responsible for general cleaning and maintenance of the kitchen areas.

### Responsibilities

- Assist in all areas of the kitchen and cafeteria with meal preparation for meal programs and cafeteria meal service in the cafeteria.
- Supervise and assist volunteers in various prepping, cooking, and cleaning tasks.
- Receive and store food and produce orders and help with inventory control.
- Actively participate in cleaning of the kitchen.
- Assist in other kitchen duties as assigned.

### Education/Experience

- High performance standards and commitment to continuous improvement.
- A team player with good interpersonal skills that thrives in a diverse work environment.
- Ability to multi-task and effectively manage time and stress.
- Ability to work independently.
- Basic computer skills and knowledge in Microsoft and similar products.
- A commitment to providing excellent customer service.
- A passion for food.

### **Work Environment**

- This is a physically demanding job. There is constant standing, bending, and stretching; a need to operate a manual pump truck to move skids of unprepared and prepared food (training will be provided), going into walk-in fridges and freezers for short periods of time, and a requirement to lift up to 50 lbs.

**To be considered, forward a covering letter stating why you are suitable for the role along with your résumé by **Monday, December 28, 2020** to:**

Human Resources  
Daily Bread Food Bank  
191 New Toronto Street  
Toronto, ON, M8V 2E7

email: [hr@dailybread.ca](mailto:hr@dailybread.ca)  
fax: 416-203-0045

*Daily Bread Food Bank is an equal opportunity employer and encourages applications from members of designated groups.*

*Persons with disabilities who need accommodation in the application process, or those needing job postings in another format, please e-mail a request to [hr@dailybread.ca](mailto:hr@dailybread.ca) or call human resources at 416-203-0050, ext. 228.*

*Daily Bread Food Bank thanks all individuals who apply for this position and **will only contact** candidates who are selected for an interview. Select candidates may be interviewed as applications are received.*