



**ULKATCHO**  
First Nation  
Education Department

# JOB POSTING

## Anahim Lake School

### JOB TITLE: Cook/Cleaner

Anahim Lake School is seeking a Cook/Cleaner for the 2021 school year. The Cook/Cleaner will work under the direct supervision of the Ulkatcho First Nation Education Director and the principal at Anahim Lake School.

#### QUALIFICATIONS:

- Food Safe Certification
- Ability to track weekly food budget allowance and remain with-in that Budget.
- Experience preparing weekly menu and meals for large groups during school functions.
- Experience preparing menus for students with special dietary needs.
- Ability to follow directions and work independently.
- Be Punctual and Reliable
- Be Responsible in all aspects of the School Cook/Nutritionist Position
- Be Responsible for the over-all operation of the school kitchen by keeping it clean, sanitary, and safe for meal preparation and proper food storage.
- Responsible for sanitation of all cooking surfaces, stove, oven, fridges, cupboards, and all dishes including pots and pans.
- Responsible for Cleaning and sanitizing the school facility.
- Have an Excellent rapport with children, parents, community members and school staff.
- Updated Criminal Record check.

This is a full-time position that is subject to 90-day probationary period.  
Hours: Monday-Thursday 7:45am - 1:00pm) and Fridays 7:45 -11:30 am)  
Wages: Based on experience, qualifications, and education

To Apply: Submit a cover letter with your resume to [educationdirector@ulkatcho.ca](mailto:educationdirector@ulkatcho.ca) or drop off at the Ulkatcho Band Office attention Education Director.

Deadline for application is February 18, 2021 at 4:00pm