



# SCHOOL DISTRICT #8 (KOOTENAY LAKE)

## JOB DESCRIPTION

*Status:* APPROVED  
*Date:* February 2002  
*Reviewed:* April 8, 2016

### Job Title

Chef

### Job Summary:

An employee who plans, prepares and cooks a variety of nutritious hot lunches, with desserts foods following the BC Healthy Schools Guidelines on a daily basis under the supervision of the Principal or designate.

### Job Requirements:

1. Successful completion of a Current Food Safe course certificate.
2. Successful/ Minimum one year experience cooking in the restaurant, catering or other related enterprises and/or experience as sous chef or chef.
3. Works well under pressure.
4. Maintains good working relationships with school personnel, parents, students, and suppliers with diplomacy and discretion.
5. Maintains strict confidentiality.
6. Works well independently with strong organizational, and time management skills.
7. Effective decision making skills.
8. Plans and implements a large number of meals within a budget.
9. Performs data entry and other administrative duties.
10. Must have understanding and knowledge of safe work practices and health regulations.

Approved: May 13, 2016  
On behalf of CUPE Local 748:

A handwritten signature in cursive script, likely belonging to a representative of CUPE Local 748.

Chef  
On behalf of School District No. 8 (Kootenay Lake):

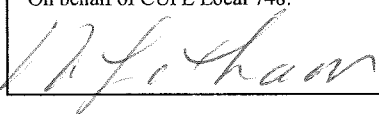
A handwritten signature in cursive script, likely belonging to the Chef representing School District No. 8.

11. Cares for the equipment as required.
12. Minimum Grade 10 education.
13. Performs other job related duties as may be assigned.

**Job Conditions:**

1. Work is physically demanding
2. Work requires strict adherence to time schedules.
3. Work can be performed in an environment with occasional exposure to minor undesirable conditions and/or hazards.

Approved: May 13, 2016  
On behalf of CUPE Local 748:



Chef  
On behalf of School District No. 8 (Kootenay Lake):

