

JOB DESCRIPTION – BFREE ASSISTANT COOK

This position acts as assistant cook preparing meals for staff and visitors at the BFREE Field Station and plays a key role in ensuring the success of BFREE Field Courses and other groups. BFREE is committed to providing healthy, delicious, diverse meals for staff and guests. www.bfreebz.org

REQUIRED TASKS INCLUDE:

- Assist in food preparation of three meals per day for BFREE guests and staff.
- Assist in planning and implementing the daily menu to include fresh, local ingredients.
- Ensure cleanliness of kitchen and take proper care of kitchen equipment and supplies: this includes but is not limited to cleaning burners, washing dishes, wiping counters and tables, washing dish cloths, and mopping the kitchen at the end of each day.
- Maintain inventory of food items and create accurate grocery lists to resupply every two weeks or as needed when groups are onsite.
- Maintain professional yet pleasant demeanour during all interactions with guests and staff.
- Ensure food waste is kept to a minimum by learning to appropriately estimate amount of food prepared based on number of staff and guests present for meals.
- Responsible for appropriate disposal of kitchen waste into compost or general trash.
- Take charge of the kitchen and meal preparation when the head cook is on vacation, in training or otherwise unavailable.
- Other associated kitchen duties as assigned.

EDUCATION AND EXPERIENCE

- Food Handler's certificate is required
- A minimum of one year's experience in a restaurant, hotel or other professional kitchen setting

QUALIFICATIONS/REQUIREMENTS

- Willingness to learn to cook tasty, healthy meals with a diversity of ingredients
- Ability to cook full meals for large groups
- Flexibility with work hours based on the needs of the field station
- Good communication and time management skills, friendly and professional demeanour
- Committed to good hygiene and preparing healthy foods for guests and staff
- Fluent in speaking and writing English
- Need to be able to lift food bins and sacks of rice, flour, sugar etc. – approx. 40-50lbs