

Located an hour east of Toronto, the thriving Southeastern Ontario community of Northumberland County has a rich history of agricultural production, world-class manufacturing, and economic viability. As the upper tier of municipal government, we weave together seven diverse yet complementary municipalities.

Currently, we are looking to fill the following vacancy:

Dietary Aide – Golden Plough Lodge

Permanent, Part-Time

The Golden Plough Lodge is a one hundred and fifty-one (151) bed long-term care facility that is owned and operated by the County of Northumberland.

Specific Responsibilities Include:

- Follow Pleasurable Dining Guidelines for quality meal service;
- Prepare and portion food and beverages in quantities outlined in documentation provided;
- Assemble carts and distribute food and nourishments to specified areas;
- Ensure residents are served proper diet items in accordance with their individual dietary needs;
- Push and pull hot carts, clean dish carts, dirty dish carts;
- Set up dining rooms and clear and clean dining rooms;
- Clean and sanitize all work areas and carts;
- Wash all dishes, pots, pans, and utensils; sort and separate silverware; and put away all clean dishes;
- Store all incoming products appropriately while rotating stock;
- Check orders for accuracy as stock enters the building;
- Issue and temper all food products as assigned or requested;
- Sweep and mop floors;
- Complete assigned cleaning;
- Remove garbage, recycling products and soiled linen.

Qualifications & skills:

- Must have current Food Service Workers certificate and current Food Handler's certification as recognized by public health;
- Minimum three months experience in related work with Seniors or Vulnerable Persons;
- Must be able to work within specific time restrictions;
- Good communication and interpersonal skills including: courtesy, tact, and demonstrated professionalism;
- Must be responsible and show willingness to work and contribute as a team member;
- Must be able to accept direction yet work with minimum supervision;
- Must have satisfactory work performance and proven attendance record in present position;
- Must have previous proven good attendance record;
- Capable of coping with a physically demanding workload, e.g., stooping, kneeling, crouching, lifting weights exceeding 10 kg.

The successful candidate will be required to submit a satisfactory criminal record check prior to the commencement of employment. We thank all applicants for their interest, however, only those selected for an interview will be notified.

When emailing your application, please indicate what source you found this posting in and please ensure your cover letter, résumé, and any other supporting documents are submitted in one file (preferably MS Word (docx) or Adobe (.pdf)). Please also indicate in your cover letter your preferred method of contact: text, email, or phone call.

We invite you to submit your application **by 4:30pm on Wednesday, September 27, 2023**, to:

Human Resources
County of Northumberland
555 Courthouse Road
Cobourg, ON K9A 5J6
Email: hr@northumberland.ca
Fax: 905-372-3046

Please note that accommodations are available, upon request, to support applicants with disabilities throughout the recruitment process. Please e-mail your request to accessibility@northumberland.ca or call 905-372-3329 ext. 2327. Alternative formats of this job posting are available upon request.

Personal information collected through the recruitment process will be used solely for the purpose of candidate selection, in accordance with the Municipal Freedom of Information and Protection of Privacy Act.