



Rosseau Lake College

Job Title: Kitchen Assistant
Department/Functional Area: Food Services
FT/PT: Full Time
Reports To: Head Chef

Rosseau Lake College (RLC) is a small independent, co-ed, day and boarding school, teaching Grades 7 through 12 in a personalized and attentive learning environment. As a post-secondary preparatory school, RLC is known for cultivating a close-knit community atmosphere in which students learn, thrive, and prepare for their future.

PURPOSE

We are seeking a reliable and hardworking Kitchen Assistant to join our team. The Kitchen Assistant will be responsible for assisting the Chef in preparing and cooking meals, cleaning and maintaining the kitchen, and ensuring that all food safety standards are met.

KEY RESPONSIBILITIES

- Assist the Chef in preparing and cooking meals
- Clean and maintain the kitchen and dining hall, including washing dishes, sweeping and mopping floors, and wiping down surfaces
- Ensure that all food safety standards are met, including proper storage and handling of food
- Assist with inventory management and ordering supplies as needed
- Follow all health and safety regulations

JOB REQUIREMENTS

Education / Experience

- Previous experience working in a kitchen preferred
- No specific educational requirement; on-the-job training is typically provided.
- Ability to work in a fast-paced environment
- Excellent communication and teamwork skills
- Ability to follow instructions and work independently
- Flexibility to work day, evenings, weekends, and holidays as needed

KNOWLEDGE AND SKILLS



**Rosseau Lake
College**

- Ability to perform well under pressure and work quickly and efficiently
- Excellent customer service skills and the ability to enjoy working with others
- Keenness to follow instructions and prepare ingredients according to the Chef's instructions
- Remarkable organization skills and the ability to keep track of kitchen inventory
- Knowledge of cooking techniques and methods
- Understanding of health and safety regulations regarding food preparation and storage
- Basic understanding of how to use kitchen equipment

WORKING CONDITIONS

Ability to stand for long periods of time

Ability to lift up to 50 pounds

Ability to work in a hot and humid environment

Rosseau Lake College offers a comprehensive compensation package and the opportunity to work with an exceptional community of professionals.

Start Date: ASAP

How to Apply: Please provide a resume with covering letter to michelle.walser@rosseaulakecollege.com. While we appreciate all applications, only those candidates selected for an interview will be contacted.