

# Kitchen Clerk

The Kootenay Co-op is looking for a **full-time** Kitchen Clerk to join the Food Services Team for **40** hours a week! Do you enjoy being creative and making beautiful salads, sushi, and desserts? Then this is the job for you! Weekend/evening availability may be required.

## SKILLS AND QUALIFICATIONS

- Minimum 1-year commercial kitchen experience or equivalent
- Food Safe Level 1
- Experienced knife skills
- Good communication skills
- Knowledgeable about food products served.
- Ability to work well both independently and as part of a team.
- Precise + consistent execution of recipes
- Ability to multitask.
- Ability to perform well under production deadlines
- Merchandising and detail orientated skills

## DUTIES + RESPONSIBILITIES

- Prepare all recipes as instructed
- Safely operate all commercial kitchen equipment
- Prepare recipes efficiently and accurately
- Ensure product rotation, due dates, labelling accuracy, product consistency and quality
- Comply with operational standards, Co-op policies + provincial health regulations
- Inspect product for quality and consistency before packaging
- Ensure all product signage is accurate
- Count, receive and stock products from vendors
- Will keep all Grab and Go areas full and front and faced on a regular basis
- Provide excellent customer service
- Other duties as required

## WHY WORK AT THE KOOTENAY CO-OP?

Employees of the Co-op are truly unique. Our friendly, talented staff have created a culture of inclusiveness + teamwork, along with a passion for bringing organic, sustainable food to the Nelson area. Employees receive a store discount, health + dental benefits when working full time, RRSP contributions, and competitive wages. We value work-life balance, continuous improvement, and maintaining a friendly work environment where each staff member can get involved in making the Co-op a great place to shop & work.

**Rate: \$18.25 - \$20.00, depending on experience**

This position is for **40 hours per week.**