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Kitchen Assistant – Part time

Parkdale Landing, Hamilton, ON

Closing date for applications: Open

Our Mission: Indwell is a Christian charity that creates affordable housing communities that support people seeking health, wellness and belonging.

Position Description: Parkdale Landing is a permanent supported housing initiative that serves 57 tenants seeking independent living with access to community health and housing supports on-site. The Kitchen assistant is responsible to assist the program chef, coordinate meal service, and ensure daily clean-up of the kitchen.

Hours of Work: 20 hours per week. Afternoon and evenings, including some weekend hours.

Duties for this position include:

- Assist with dinner preparation, service and clean-up for 100 meals per day.
- Coordinate transportation of meals to other sites.
- Coordinate volunteer and tenant kitchen helpers.
- Daily kitchen clean up.
- Following applicable regulations, policies and procedures.
- Working as part of a team to provide direct and indirect support to individuals living in the apartments.

Skills: A valid Food Handler's certificate. The successful candidate should demonstrate a warm, sensitive and caring approach, the ability to work independently, be flexible, organized, responsible, and take initiative. Must be able to maintain good interpersonal relationships and have a genuine interest in supporting people living with mental illness.

Education/Experience: High School diploma. Experience in food preparation in an institutional or commercial setting is an asset.

Remuneration: \$16.50-\$17.00 per hour based on education and experience.

To Apply: Please send cover letter, résumé and completed application (found on website) to Rudy Esseger, Human Resources Manager. Email: HR(at)indwell.ca. Alternatively, you can fax all three pieces to 905-529-0355. We thank all applicants; however, only applicants that are being considered will be contacted.

Personal information submitted will be used only for employment opportunities within Indwell in accordance with the Freedom of Information and Privacy Act.

Accommodation will be provided in all parts of the hiring process as required under Indwell's Employment Accommodation policy. Applicants need to make their needs known in advance.