

Summer Employment Opportunity

Closing date: April 9, 2008

E4C School Lunch Program

Position: *Kitchen Assistant*

A Kitchen Assistant position is available for the SNACK IN THE SHACK project. This is a temporary summer position, Wednesday July 2 to Friday August 22, 2008, weekdays, 7 hours per day. The wage is \$12 per hour plus reimbursement for the cost of required documents.

Duties:

- Plan daily snack menus.
- Inventory control of food and supplies.
- Purchase food and supplies.
- Assist with snack preparation.
- Daily clean-up.
- Daily record keeping.
- Other duties as required.

Qualifications:

- Post-secondary student with experience in nutrition and food-related services.
- Awareness of food security issues in Edmonton.
- Strong verbal and written communication skills.
- Highly organized.
- Reliable and flexible.
- Works well independently and as a team member.
- Must enjoy working with diverse groups of people.

Job Requirements: Heavy lifting involved.
Security Clearance Check required as a condition of employment.

Other Requirements:

This position may be funded in part by the Canada Summer Jobs program. To be eligible to participate in Canada Summer Jobs, individuals must: (1) be between 15 and 30 years of age at the start of the employment, (2) have been registered as full-time students in the previous academic year and intend to return to school on a full-time basis in the next academic year, (3) be Canadian citizens, permanent residents or persons to whom refugee protection has been conferred under the Immigration and Refugee Protection Act, and (4) be legally entitled to work in Canada in accordance with relevant provincial legislation and regulations.

Resumes with a cover letter can be sent by e-mail, fax or dropped off at the School Lunch Program office located at Alex Taylor School, 9321 Jasper Avenue, Edmonton, Alberta.

E-mail: athompson@e4calberta.org **Fax:** (780) 424-1201

For more information, please call Arlene at E4C School Lunch Program at (780) 424-5408.