



SCHOOL DISTRICT 43 (COQUITLAM)

Invites Applications For:

School Meals Coordinator / Centralized Delivery (casual on-call)

Coquitlam School District invites applications for both our permanent and casual School Meals Coordinator positions. As the third largest school district in the province, we are located within a 40-minute drive from downtown Vancouver. The school district has a population of 34,000 students with approximately 4,400 teaching, administrative, managerial and support staff.

The School Meals Coordinator reports to the Chef Instructor/Principal, liaises with the school administrator, and is responsible for the effective delivery for our School Meals Program.

Duties include:

- Ordering, organizing, and distributing catered meals and snacks.
- Providing assistance in ordering, restocking, maintaining inventory of food supplies
- Preparing and delivering cold and/or hot lunches to school sites (such as soup, baked goods, pizza) and/or light breakfasts (such as muffins, toast, etc.).
- Ensuring that kitchen surfaces, utensils, and equipment are clean, wipe tables, and retrieve dishes, cutlery and trays for any designated eating area.
- Disposing of waste material and cleaning up the designated eating area.
- Operating kitchen equipment such as mixer, food processor, ovens, dishwasher.

The successful applicant must have Grade 10 plus an active Food Safe Level 1, along with knowledge of the Canada Food Guide & Nutrition OR the equivalent in training and experience.

Valid BC Class 5 Drivers License (and use of personal vehicle & delivery insurance is required.)

This is an on-call position which offers \$26.31 per, plus 16% in lieu of benefits.

To apply, please click on the following link and create a user account/profile.

<https://bc38.atriveerp.com/postings-coquitlam/Account/Login>

Once you have completed your profile you will have access to the job postings.

Successful candidates are subject to two police checks to the employer's satisfaction prior to confirmation of hiring. We appreciate your interest but regret that only those candidates selected for an interview will be contacted.

SD43 (Coquitlam) values diversity in the workplace and strives to honour each person's unique lived experiences. We welcome and encourage applications from candidates with varied backgrounds, cultures, races, abilities and intersectionality.