



UNION JOB DESCRIPTION

JD1409

JOB TITLE:	Dietary Aide	JOB DESCRIPTION NO.:	F.CI.20001.005
CLASSIFICATION:	Food Service Worker I	GRID/PAY LEVEL:	F 10
COLLECTIVE AGREEMENT:	Facilities Subsector	HSCIS NO.:	20001
UNION:	HEU	JOB/CLASS CODE:	20001
PROGRAM/DEPARTMENT:	General Support	BENCHMARKS (If Applicable):	20001
REPORTING TO:	Manager or designate		
FACILITY/SITE:	Trillium Lodge (TL)		

JOB SUMMARY:

In accordance with the Mission, Vision and Values, and strategic directions of Vancouver Island Health Authority patient safety is a priority and a responsibility shared by everyone at VIHA and as such, the requirement to continuously improve quality and safety is inherent in all aspects of this position.

Under the direction of the Cook performs routine duties related to food service including assigned preparation, portioning and serving and distribution of meals and nourishment. Cleans equipment and surfaces as required

TYPICAL DUTIES AND RESPONSIBILITIES:

1. Assists in preparation of sandwiches, salads, vegetables and portioning of these items as directed.
2. Maintains sanitary condition by routinely cleaning work areas and equipment. Keeps working areas clean and free of obstruction.
3. Delivers meals and assists Residents, noting appetite likes and dislikes and reports any observations to the Food Service Manager.
4. Sets tables for meals, maintains supplies and cleans side stations and dining areas. May also be involved in some tray set up and delivery.
5. Set up and delivery of between meal nourishments and assists in serving residents.
6. Safe handling and washing of dishware, utensils, cooking pans and equipment to avoid contamination and breakage.
7. Unpacks and rotates stock to ensure safe holding of stock items.
8. Observes residents during the course of regular duties and reports any changes in appearance, behaviour and mobility to the nurse on duty.
9. Cooperates with all other departments for the well being of the resident. Assists in food preparation and set-up for resident activities, outings, parties, etc.
10. Performs other related duties as required

QUALIFICATIONS:

Education, Training And Experience

Grade 10 or an equivalent combination of education, training, and experience.

Skills And Abilities

- Ability to communicate effectively both verbally and in writing.
- Ability to deal with others effectively.
- Physical ability to carry out the duties of the position.
- Ability to organize work.
- Ability to operate related equipment.