

**Kingswood University**  
Sussex, New Brunswick

**Position Title:** Cook/Facilities Worker

**Classification:** Full-time, 12 months, starting April 15, 2024

**Responsible To:** Director of Food and Campus Services - Aramark

**Position Summary:** Ensure that the University food and facility services and catering to students, staff, and clients of the University are presented with quality and excellence that effectively serves needs.

**Responsibilities:**

- Preparing food according to recipes and customer preference.
- Ensuring a high standard of cleanliness.
- Training student workers on serving protocols.
- Training student workers on dishwashing, pot washing, and cleaning protocols.
- Setting up workstations.
- Monitoring and managing cooking tools and ingredients.
- Making adjustments to accommodate clients with specific diet and health concerns.
- Setting up, serving, and cleanup after special functions.
- Training student workers in the proper housekeeping techniques.
- Following all procedures mandated by the Public Health Department.
- Keeping all audit forms up to date, as required by Aramark.
- Assist with menu planning, food supply monitoring, and estimating food requirements.
- Perform other duties as assigned by the Director of Food and Campus Services.

**Qualifications:**

- Strong knowledge of food handling procedures.
- Experience in using different cooking tools, equipment, and utensils.
- Expert knowledge of various cooking methods and procedures.
- Able to withstand long hours of standing, bending, and moving around.
- Basic knowledge of mathematics to make correct measurements of ingredients.
- Ability to follow recipe instructions.
- Basic personal hygiene and food safety Level 1 certificate.
- Ability to work different shifts and on weekends.
- Positive attitude, flexibility, initiative, persistence, and a team spirit.

**Values:**

- Godly, spiritually mature, fully devoted to Christ and the Church.
- Genuine and evident love for other persons demonstrated by consistent spirit of kindness, compassion, and respect for all other persons, including maintaining a non-intimidating harassment-free work environment.

- Integrity and moral excellence, living above reproach.
- Commitment to enthusiastically assist in fulfillment of Kingswood University's mission.
- Commitment to exemplify Kingswood University's core values, including total ownership, prioritizing students, collaborative synergy, growth mindset, enthusiastic engagement, uncompromising integrity, and innovative flexibility.

**General University Information:**

Kingswood University is owned and operated by The Wesleyan Church. Our mission is to serve Jesus Christ by strengthening the local and global church through forming Christ-like servant leaders in a community that creatively blends academic excellence and practical ministry experience with intentional spiritual formation.

Direct resumes to:

Greg Mann  
Director of Food & Campus Services- Aramark  
Kingswood University  
26 Western Street, PO Box 5125  
Sussex, NB E4E 5L2

Email: [mann@kingswood.edu](mailto:mann@kingswood.edu)  
Phone: (506) 432-4478