

Since 1891, Westerner Park has been a place for Central Albertans to gather and celebrate community events. Westerner Park is both an agricultural society and registered not-for-profit with charitable status. Each year, Westerner Park generates more than \$150 million in economic activity, more than 1.5 million visitors come through our gates to celebrate over 1,500 unique events. From weddings and banquets, hockey games and agricultural shows to concerts and trades shows, we continue to be there as Central Albertans join to share in their most memorable moments.

We pair first class facilities with down home service. We treat all our event organizers and guests with the same welcoming, approachable and trustworthy style that has defined our organization for the past 129 years. We enable and service other organizations to gather and celebrate their own purpose and cause.

We are an integral part of central Alberta. We take pride in the experiences we produce and the trade and commerce we facilitate. We support the rural and urban connection in Central Alberta, inspire youth, engage arts, culture and connect our community. Our collaborative spirit facilitates the growth and success of other non-profits and charities. We develop and apply strengths from volunteerism and partnerships for the betterment of our community as a whole.

SUMMARY

Under the direction of Food and Beverage Services Management, the Concession Food Prep employee is responsible for the preparation of high-quality food in a timely, efficient, sanitary, and consistent manner. The Concession Food Prep employee must be prepared to work in a fast-paced, high-pressure work environment, while maintaining high standards of food preparation and attention to detail.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Under the direction of Food Services Management, the Concession Food Prep employee will be responsible for the following duties during various Westerner Park produced and non-produced events:

- Ensure all ingredients used in the production of menu items are wholesome
- Keep hot food hot, and cold food cold
- Ensure products are cooked to appropriate temperatures and kept outside of the “danger zone”
- Follow planned menus and approved recipes. Prepare products by maintaining standards of quality, portioning, and presentation
- Minimize waste/overcooks and report/track all spoilage and waste to the Supervisor
- Report low quality product to the Supervisor
- Follow production cooking charts if available
- Ensure work areas, tools, and equipment are clean and orderly. Responsible for the working condition of tools and equipment and reporting all potential safety hazards to the Supervisor
- Assist the Supervisor in responding to employee inquiries regarding food preparation, storage, spoilage, sanitation, etc
- Clean grills, surfaces, floors, hot dog machines, microwaves, fridges and freezer at the end of each shift
- Wash and sanitize dishes and equipment throughout the shift
- Sweep floors and clean spills as required

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- Produce menu items to meet business demands
- Review inventory levels throughout the shift and advise the Supervisor of any low inventory
- Arrive to work at your scheduled time
- Follow Westerner Park established guidelines for sanitation and exercise good housekeeping practices
- Perform other related duties as required by Food Services Management Team

CORE COMPETENCIES

- Teamwork - working cooperatively and productively to get the job done
- Communication - able to communicate effectively and maintain positive relationships with employees, guests, and clients
- Adaptability - being able to adapt to changes in the workplace
- Results Focus - paying attention to detail, knowing what results are important and focusing efforts to achieve them
- Problem Solving Skills - Ability to problem solve and identify solutions to address client and guests issues and needs

QUALIFICATION AND REQUIREMENTS

- Completion of online AHS Food Safe Certificate (free online program)
- AHS Food Safe Course is considered an asset
- Ability to work independently and in a team environment
- Knowledge of methods and procedures for serving food, principles of sanitation, and principles of safe food handling required
- Effective communication skills and attention to detail
- Good personal hygiene
- Related culinary skills or training is an asset
- Able to work flexible hours including early mornings, weekends, and holidays as required

WORK ENVIRONMENT

- Ability to stand for long periods of time
- Occasional lifting up to 50 pounds
- Given Westerner Park is in the Major Events industry, this individual will need the ability to be adaptable and flexible with their time. Work will include evenings and/or weekend shifts as event volume dictates.
- Work in a fast-paced
- High-pressure work environment

AFFILIATIONS

Member of the Westerner Employee Association

TO APPLY

Please email your Cover Letter and Resume to Human Resources with your name and the name of the position you are applying for in the subject line to HR@westernerpark.ca

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This job description is not intended to be all inclusive and successful incumbents may perform other related duties as requested to meet the ongoing needs of the organization.

Thank you for your interest with Westerner Park. We look forward to reviewing your application.

Important Message: We thank all those who apply. Only those selected for further consideration will be contacted. This position will remain posted until a successful applicant is found.

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