



**SILVERTIP**  
CANMORE \* ALBERTA

# Kitchen Helper

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## Reports to the:

Chef de Partie

## Summary:

A Kitchen Helper at Silvertip Resort is an entry level position where you will be responsible for the cleaning and storage of all dishes, equipment, and small wares that are required to uphold one of Canada's top resorts. This position will let you be a part of the daily operations whose goal is to provide memorable dining experiences for our guests. As an employee at Silvertip Resort you will be responsible for maintaining a healthy and safe work environment for all fellow employees and our guests.

## Great Staff Benefits:

- Staff Accommodation available
- Discounted: Golf Privileges, Staff Meals, Restaurant Meals, Golf Shop purchases

## Every Employee at Silvertip Resort will possess the following Core Competencies:

- A team-oriented individual who strives to create a memorable guest experience.
- An individual who maintains high standards and thrives off of accomplishing tasks and achieving goals.
- An active listener who has a positive and responsive personality with the ability to make decisions and exercise independent and sound judgment.
- An individual who has a lifelong love for nature and is inspired to respect and promote the environment that surrounds you.
- An individual that has the belief that all workplace injuries are preventable and will maintain a healthy and safe environment.

## Job Duties:

- Greet any fellow employees and guests you encounter with a smile.
- Keep all equipment and work areas clean and safe and in proper working order at all times.
- Ensure dishes, equipment, and small wares are consistently cleaned and sanitized.
- Ensures compliance with sanitation standards and Health Department regulations.
- Responsible for the transportation and storage of all dishes, equipment, and small wares,
- Keeps all refrigeration, storage and working areas in cleaning working order by sweeping, mopping, wiping and sanitizing.
- Assist with cleaning, peeling and cutting kitchen prep items as needed.
- Assist in proper breakdown procedures for banquets and staff cafeteria.
- Removes garbage, cardboard and recycling.
- Follow opening and closing procedures.
- Take part in any fire or evacuation drills and ensure complete familiarization with all exits, including those normally used by guests, as well as fire escapes.
- Be continually aware of and maintain the highest standards of personal hygiene and dress.
- Attend meetings and training courses as required.

- Any other duties as assigned.

**Requirements:**

- Grade 10 education
- Food Safe Certificate an asset
- WHMIS certificate an asset
- Knowledge of dishwashing equipment an asset
- Ability to perform manual labour for extended periods of time
- Ability to work unsupervised
- Capable of the safe operation of equipment
- Able to work in a team environment
- Ability to remain calm and courteous in demanding and difficult situations
- Able to deal with people sensitively, tactfully, diplomatically, and professionally at all times
- Displays the ability to recognize unsafe work practices
- Able to effectively communicate both verbally and in writing
- Able to work well under pressure
- Strong attention to detail
- Professional appearance and manners
- Strong work ethic and positive team attitude

**Working Conditions:**

- Working around dangerous equipment such as fryers, slicers, and grills
- Fast paced environment
- Able to stand for extended periods of time
- Overtime as required
- Lifting or moving up to 50lbs