



**CITY VIEW CENTRE FOR CHILD AND FAMILY SERVICES  
INTERNAL & EXTERNAL JOB POSTING**

POSITION INFORMATION	
POSTING DATE	February 6 <sup>th</sup> , 2025
CLASSIFICATION	Baker – baking for children’s healthy snacks (unionized)
DURATION	Permanent Part-Time (7 hours per week – can be split)
DEPARTMENT	Operations
QUALIFICATIONS	<ul style="list-style-type: none"><li>• Standard First Aid and CPR/AED certification</li><li>• Up to date Immunization Record</li><li>• Police Records Check</li><li>• Possess knowledge of the Canada Food Guide, basic principles of good nutrition</li><li>• Valid City of Ottawa Food Handlers course</li><li>• Minimum of one (1) year working experience</li></ul>
SKILLS, ABILITY AND EXPERIENCE	<ul style="list-style-type: none"><li>• Able to accommodate dietary restrictions and preferences.</li><li>• Baking loaves, muffins, cookies, squares etc. for 125 children for the week based on the current menu – keeping recipes simple for the children to enjoy.</li><li>• Ability to multitask and handle multiple baking simultaneously.</li><li>• Ability to take and follow instructions accurately.</li><li>• Knowledge of food safety regulations and practices.</li><li>• Endurance to stand for long periods, lift heavy objects, and perform physically demanding tasks in a fast-paced environment.</li><li>• Understand the Public Health Department standards for cleanliness in the kitchen environment.</li><li>• Understand the Agency's expectations for hygienic maintenance of the kitchen and storage areas</li><li>• Effective oral, reading, and written skills in English</li><li>• Good personal cleanliness habits</li><li>• Independent, self-motivated, and flexible.</li></ul>
SHIFT	7 hours
HOURS	Flexible
WORK WEEK	7 hours per week – can be split
RATE OF PAY	Untrained-\$19.56 Trained- \$21.53
START DATE	As soon as possible
APPLICATION INSTRUCTIONS:	
Applications must be received by noon on Thursday 13 <sup>th</sup> of February 2025 to be eligible for consideration.	
SEND TO	Favour Omuvwie <b>Email: <a href="mailto:f.omuvwie@cityviewcentre.ca">f.omuvwie@cityviewcentre.ca</a></b>