



**SAULT  
STE. MARIE**

## Job Vacancy

CD & ES Part Time Non-Union

**Position:** Canteen Attendant (GFL)  
**Job Posting:** CDES015-054-2020  
**Department:** CD & ES  
**Division:** Community Centres  
**Status:** Part Time

**Wage Range:** \$13.40 / \$14.25 per hour  
**Job Class:** 1\*1 / 1\*2  
**Shifts:** up to 30 hours / week  
**Posted:** October 16, 2020

We are currently seeking individuals for the position of Canteen Attendant (GFL), within our Community Centres Division, to fill potential future opportunities.

**Primary Duties and Accountabilities, include but are not limited to:**

- Serve customers in a polite and courteous manner
- Receive and process payments and balance cash
- Prepare cash reports; e.g. summary, bank deposit
- Set up and stock inventory appropriately
- Comply with nutrition and sanitation regulations and safety standards
- Assigned work areas clean at all times
- Answer telephone and respond to inquiries
- Complete end of evening/closing procedures
- Order and receive stock
- Availability on weekends and evenings
- Perform other related duties as required

**Qualifications:**

- Experience in a related discipline; e.g. food service, cash, is preferred
- Computer literacy, experience with POS
- Cash handling skills
- Positive attitude and excellent communication skills
- Ability to keep organized in a fast paced environment
- Attention to cleanliness and safety
- Safe Food Handling is an asset

**To apply for this exciting opportunity, please provide a resume highlighting your qualifications to:**

**Email** [human.resources@cityssm.on.ca](mailto:human.resources@cityssm.on.ca)  
**Subject line** CDES015-054-2020 Canteen Attendant (GFL)

The Corporation of the City of Sault Ste. Marie is an inclusive employer. Accommodation is available in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act, 2005.



[www.saultstemarie.ca/jobs](http://www.saultstemarie.ca/jobs)

