



# Career Opportunity

**Job Title:** Cook  
**Organization:** Society for the Involvement of Good Neighbours (SIGN) See [www.signyorkton.ca](http://www.signyorkton.ca)  
Yorkton SK Canada  
**Program:** SIGN Early Learning Centre  
**Hours:** 28 hours/ week: 7 hrs/day Monday to Thursday  
**Location:** 83 North Street, Yorkton  
**Start Date:** As soon as possible

***SIGN is seeking a responsible and dedicated Cook who is committed to health, safety and wellbeing of the children that attend the facility. They will be mainly responsible for planning and cooking nutritious meals; organizing and operating the kitchen; and working cooperatively with the ELC Director, staff, families and partners.***

**Why work for SIGN?**

- Work/life balance; Paid day off once a month;
- 100% Employer paid health and dental plan (excluding LTD)

**Expectations:**

- Work with minimal supervision;
- Prepare breakfasts, lunches and snacks for up to 53 people according to specific nutrition guidelines;
- Maintain inventory and records of food, supplies and equipment and order groceries and supplies as needed;
- Protect the health and safety of others by adopting safe work practices and reporting unsafe conditions immediately;
- Inspect and ensure all kitchen equipment and tools are being used safely and according to provided direction;
- Ensure food is handled, stored, and cooked according to health and safety standards, and the proper cleanup occurs to meet health regulations;
- Maintain a professional appearance and attitude;
- Prioritize and manage conflicting demands and time;
- Communicate well and work cooperatively with the team;
- Assist with ratio/completion of tasks;
- Perform other duties and obligations as assigned by the ELC Director or designate.

**Qualifications and experience:**

- One or more years experience cooking in a licensed kitchen would be an asset;
- Current Safe Food Handling Certificate;
- Clean criminal record and vulnerable sector check;
- Valid CPR and First Aid "C";
- Valid Drivers License.

**Send your covering letter and resume with at least three references to:**

Patricia Kennedy  
83 North Street  
Yorkton, SK S3N 0G9  
Phone: (306) 782-8808  
Fax: (306) 786-7116  
Email: [elc@signyorkton.ca](mailto:elc@signyorkton.ca)

**Applications close at 5 pm on August 22, 2025.**

**Only those short-listed for interviews will be contacted. We thank all those who apply for their interest.**