



EMPLOYMENT OPPORTUNITIES

OPEN COMPETITION

The Lac La Ronge Indian Band's Woodland Wellness Centre is now accepting applications to fill the following positions based out of the **Operations & Maintenance** Department in **La Ronge, SK**:

Head Cook **1 – Permanent Full-Time**

The suitable candidates will be able to perform the following duties:

- Ensures efficient and smooth operations of kitchen including food preparation, managing food supplies, and supervising Kitchen Staff;
- Provides supervision to kitchen staff including hiring, training, and scheduling to ensure undisruptive operations.
- Works with other staff members and participants in harvesting, planting and growing of Greenhouse to produce fresh food.
- Plans food menus, introduce healthier eating habits, detoxifying food to promote health & wellness of participants;
- Follows protocols of traditional foods, preparation of wild meats and prepare food for feasts, elders and ceremonies;
- Ensures strict adherence to food safety regulations, sanitation protocols, and maintains high standards of safe kitchen environment to minimize health risks;
- Responsible for ordering food supplies, maintaining optimal level of inventory, kitchen equipment and ensure efficient resource allocation & adapt cost-effective approach.
- Utilize analytical and practical costing methods to track and manage food expenses, ensuring all operations stay within the budget;
- Works closely with all staff to ensure special diets (allergies, religious) are being addressed;
- Other duties as assigned from Supervisor.

The suitable candidate will possess the following qualifications:

- A High School Diploma or equivalent Job-specific training;
- Minimum 2 years of experience working as Head Cook and Supervisory Role;
- College credits or relevant training courses in Hospitality & Food industry are preferred;
- Must be able to use computer efficiently;
- Willing to work flexible hours, including evenings and weekends;
- The ability to speak/understand Cree Language will be considered as an asset.
- **Must** have Saskatchewan Safe Food Handling Certificate;
- **Must** provide a Class 5 Driver License, and provide satisfactory Criminal Record Check/Vulnerable Sector Check, & SGI Driver Abstract.

Date of Posting: May 12th 2025

Deadline: Until Suitable Candidate is Found

To apply, please submit a **cover letter** and **resume** including **three (3) references (excluding Chief and Councilors)**, **one from your most recent/current employer**, to the following:

Human Resource Office
Woodland Wellness Centre
Box 850
Air Ronge, SK. S0J 3G0

Phone: 306-425-9109
Fax: (306) 425-9108
E-mail: hrinfo@woodlandwellness.ca
Website : <https://llrib.com/llrib-jobs/>

NOTE: Please be advised applications received without the proper documentation shall not be considered. In the cover letter, please indicate permission to contact references. Your references **MUST be people who you reported to and had direct supervisory authority over you. Also, please provide your Criminal Record/Vulnerable Sector Check and Driver's Abstract with your application.**

- Telephone interviews will not be granted. However, an interview via Teams may be granted.
- LLRIB thanks all interested applicants; however, only those chosen for an interview will be contacted.
- Since this position is engaged primarily in serving the interests of Aboriginal people, Lac La Ronge Indian Band shall give preference to Aboriginal people who possess the requisite skill sets and experience