


Job Evaluation Rating Documentation

<p>CUPE, SEIU, SGEU, SAHO</p> 	<p>Job Title <u>Assistant Cook</u></p> <p>Date <u>October, 2000</u></p> <p>Revised Date <u>2004; June 29, 2006</u></p> <p>Revised Date _____</p>	<p>Code</p> <p style="text-align: center;"><u>225</u></p>
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<p>Decision Making</p> <p>Follows clearly prescribed practices in assisting with production and distribution of food. May choose appropriate diet substitutions. Makes minor operating decisions associated with the sequence of activities. Some choice of action when preparing special diets or nurishment items.</p>	<p>Degree</p> <p style="text-align: center;"><u>2.5</u></p>
<p>Education</p> <p>Grade 10. Professional Cooking certificate (9 months/35 weeks/1050 classroom and laboratory hours).</p>	<p style="text-align: center;"><u>2.5</u></p>
<p>Experience</p> <p>Six (6) months previous experience working in a food services operation including cooking experience. Six (6) months on-the-job experinece to learn food services routines/operations and become familiar with region/facility/department policies and procedures.</p>	<p style="text-align: center;"><u>4.0</u></p>
<p>Independent Judgement</p> <p>Follows well defined established methods. Deals with minor operating problems such as diet substitutions or grocery shortages. Seeks direction, if necessary.</p>	<p style="text-align: center;"><u>2.5</u></p>
<p>Working Relationships</p> <p>Requires common courtesy and tact in communication with special needs clients/patients/residents and co-workers.</p>	<p style="text-align: center;"><u>2.0</u></p>

Impact of Action	Degree
Produces and distributes food and beverages to meet quality and service requirements. Unsatisfactory meals may cause embarrassment in client/patient/resident, family and staff relations. Misjudgment in the preparing and handling of food may result in wastage and serious short-term injury/discomfort.	<u>2.5</u>
Leadership and/or Supervision Shows new employees how to perform tasks or duties. Provides advice to Food Services Workers regarding use of equipment, sanitization methods and food preparation.	<u>1.5</u>
Physical Demands Frequent physical effort such as standing, walking and lifting light to heavy objects with hand-eye coordination associated with food preparation.	<u>3.0</u>
Sensory Demands Regular sensory effort reading, sorting, operating cash register, operating computer, portioning food and assembling/disassembling trays.	<u>2.0</u>
Environment Regular exposure to major hazards such as heat, steam, temperature extremes, sharp objects and noise.	<u>4.0</u>