

## **Job Title: Manager - Food Services**

**Requisition ID:** 399759

**Position Number:** 20050807

**Posting End Date:** Open Until Filled

**City:** Winnipeg

**Employer:** Winnipeg Regional Health Authority

**Site:** Grace Hospital

**Department / Unit:** Regional Food Services GH

**Job Stream:** Clinical Support

**Union:** Non Union

**Anticipated Start Date:** ASAP

**FTE:** 1.00

**Anticipated Shift:** Days

**Work Arrangement:** In Person

**Daily Hours Worked:** 7.75

**Annual Base Hours:** 2015

Grow your career in the Winnipeg Health Region! Our team provides a spectrum of health care services through an integrated network of sites, services and organizations. We're united by a shared commitment to excellent and equitable health care.

### **Position Overview**

Under the direction of the WRHA Nutrition & Food Services Regional Manager, the Food Service Manager ensures a high-quality service by ensuring an efficient operation and planning of work.

- Manages all activities related to the provision of meal service to patients/residents.
- Responsible for supervising, training and evaluating food service employees and students.
- Manages employee scheduling and payroll.
- Responsible for the food service operating/capital budget development and compliance.
- Participates in Quality Improvement programs.

### **Experience**

- Minimum three years' experience in Food Service Operations with demonstrated management and purchasing/receiving skills.

### **Education (Degree/Diploma/Certificate)**

- Baccalaureate degree with a major in Food and Nutrition is required or approved equivalent.
- Completion of an accredited Dietetic Internship program.

## **Certification/Licensure/Registration**

- Eligible for registration with related professional association.
- Valid certification from a recognized Food Handler's course.

## **Qualifications and Skills**

- Knowledge of occupational health and safety and LEAN methodology is an asset.
- Able to demonstrate interpersonal communication, organizational, problem-solving and conflict resolution skills.
- Knowledge of Microsoft Office is required; knowledge of CBORD, ESP, & SAP is an asset.
- Knowledge of therapeutic diets is an asset.
- Demonstrated leadership abilities in a team environment.
- Adheres to all safety and health regulations and work place practices.
- Ensures safe receiving, storage, and handling of food and other supplies in accordance with established policies and procedures.
- Ensures emergency/contingency plans exist for all functional areas and annually reviews and revises these plans as required.
- Responsible for defining and implementing facility and Regional Nutrition & Food Service specific policies and procedures that meet or exceed standards set by Government Authorities (i.e., Health and Safety).
- Maintains established standards of service specific to the facility and WRHA Nutrition & Food Services inclusive of sanitation, equipment operation and maintenance, health and safety and accident prevention.
- Ensures that the department security is maintained.
- Ensures that all equipment is kept in good repair.

## **Physical Requirements**

Not Applicable

**This position requires a current satisfactory Criminal Records Check (including Vulnerable Sector Search), Child Abuse Registry Check and Adult Abuse Registry Check as conditions of employment. The successful candidate will be responsible for any service charges incurred. A security check is considered current if it was obtained no more than six (6) months prior to the start of employment.**

Please note that an employee is not permitted to hold two or more positions across the WRHA legal entity that combine to equal more than 1.0 EFT. The WRHA legal entity includes Churchill Health Centre, Deer Lodge Centre, Golden West Centennial Lodge, Grace Hospital, Middlechurch Home of Winnipeg, Pan Am Clinic, River Park Gardens, Victoria General Hospital, WRHA corporate programs, and WRHA community health services.

Interviewed candidates may be called upon to participate in a skills assessment.

Any application received after the closing time will not be included in the competition.

We welcome applications from people with disabilities. Accommodations are available upon request during the assessment and selection process.

Manitoba healthcare employers, in partnership with the Indigenous community, are committed to increasing the representation of Indigenous People within all levels of our workforce. Indigenous applicants are encouraged to apply and to voluntarily self-identify as being of Indigenous descent in their cover

letter/application.