



POSTING: HEU
STATUS: Casual
CLASSIFICATION: (11005/20301) Support Services Supervisor
WORK AREA: VIEWS, Support Services
EFFECTIVE DATE: Immediately
HOURS: As Needed; covering Vacation/Sick/Workload
SALARY: \$27.54 Per Hour

JOB SUMMARY:

Reporting to the Support Services Manager. The Support Services Supervisor is responsible for overseeing all aspects of the operation and development of the Dietary Department in conjunction with the Consulting Dietitian; supervises Housekeeping and Laundry staff, performs related administrative duties.

EDUCATION, TRAINING AND EXPERIENCE:

Graduated from a recognized program in Food Supervision, plus recent, related experience or an equivalent combination of education, training and experience.

SKILLS AND ABILITIES:

- Ability to communicate effectively both verbally and in writing.
- Ability to deal with others effectively.
- Physical ability to carry out the duties of the position.
- Ability to operate related equipment.
- Ability to supervise.
- Ability to organize work.

This posting will remain open until successfully filled. Please apply in writing to the Department of Human Resource Services using Application for Internal or External Vacancy Form.

Applications and resumes may be submitted through hr@cvviews.ca or faxed to 250-331-8691.

Thank you.
Human Resource Services

DATE: August 6, 2019