



**Position Title:** Food Services Supervisor  
**Position Status:** Temporary Part Time  
**Posting No.:** 21-165  
**Posting Date:** June 22, 2021  
**Deadline to Apply:** June 29, 2021

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### **About Us**

Located in Simcoe, Ontario, Norfolk General Hospital provides exceptional healthcare to a municipality of approximately 69,000 people. Our area of focus provides a continuum of service throughout the life span of the people we serve including Emergency, Critical Care, Obstetrics, Pediatrics, Medicine, Surgery, and Complex Continuing Care. Employing approximately 550 highly skilled and dedicated employees, Norfolk General Hospital continues to be a full service 106-bed hospital with round the clock on-call coverage of Specialists in Surgery, Anesthesia, Internal Medicine, and Obstetrics, as well as on-site 24 hour per day medical coverage.

Simcoe is less than one hour away from most major centers, including Hamilton and London, and only 90 minutes from the Greater Toronto Area. Situated in Norfolk County (Ontario's South Coast), Simcoe is not far from Lake Erie and the 88 miles of shoreline that includes long stretches of sandy beach.

### **About the Position**

Norfolk General Hospital is seeking a Food Services Supervisor. The ideal candidate would be dedicated to patient care and committed to championing the Hospital's Mission to relieve illness and suffering, and help people live healthier lives.

### **Education & Qualifications**

- Post-Secondary diploma in Food Services Management or Dietetic Technician or equivalent
- Eligible for, or a member of the Canadian Society of Nutrition Management
- 1-3 years clinical and foodservice supervisory experience in a hospital and/or long term care environment.
- Excellent planning, organizing and decision-making skills
- Ability to schedule
- General understanding of traditional food service
- General knowledge of food production activities
- Time management skills (ability to set goals, objectives and priorities)
- Experience in training and development of staff
- Experience in Conflict resolution, Report writing and Problem-solving skills
- Adherence to all health and safety policies, procedures and provisions and the recognition and reporting of unsafe hazards and work practices

**Hours of Work:** Must work shifts (10.5 hours), weekends (1 out of 3 weekends per month) , holidays, and be available for week day relief coverage.

Interested applicants must submit a current **cover letter and resume** to the Human Resources Department by e-mailing **ngghr@nggh.on.ca**, referring to posting number 1600 hours on **June 29, 2021**.

In order to ensure equal opportunities during the recruitment and selection process, Norfolk General Hospital and Norfolk Hospital Nursing Home provides accommodations for applicants with disabilities, upon request.

Norfolk General Hospital and Norfolk Hospital Nursing Home thanks all applicants for their interest. Please note that only those applicants selected for an interview will be contacted.