



Position Title: Cook – Certified
Position Status: Full Time
Rate of Pay: \$27.73 - \$28.52 hourly
Posting No.: 26-166
Posting Date: September 29, 2026
Deadline to Apply: Internal: October 6, 2026 at 4 pm Externals: Until Filled

About the Position

Norfolk General Hospital is seeking to fill a vacancy for a full-time certified Cook position. 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.

Position Requirements

- Red Seal designation required or culinary management diploma from an accredited College as listed in the Ontario Colleges of Applied Arts and Technology Act, 2002, or a registered private career College in Ontario.
- 3-5 years quantity food preparation experience in a healthcare setting.
- Must demonstrate excellent food handling skills and HACCP knowledge.
- Must demonstrate the ability to read, speak and follow written and verbal instructions in English and write short messages.
- Must be able to perform basic math skills required to prepare quantity food.
- Must demonstrate food knowledge in relation to clinical diets.
- Must be able to provide excellent customer service.
- Ability to perform a variety of physical duties including bending, twisting, lifting, walking, standing for long periods of time and carry various items and weights up to 30 lbs.
- Must have the ability to exercise good judgement.
- Must be able to maintain a co-operative working relationship with other members of the health care team.
- Able to work in temperatures of extreme heat and humidity.
- Excellent attendance record.

Duties and Responsibilities

- Prepares quantities and types (e.g. texture modified) of foods as ordered on count sheets for patient, resident, cafeteria and catering service in accordance to safe food handling techniques.
- Work towards established deadlines.
- Controls serving portions, minimizes waste and leftovers.
- Orders appropriate quantities of product from freezer.
- Maintains a clean, tidy and sanitized work area including equipment.
- Completes cycle cleaning as assigned.
- Responsible for gathering food samples to be retained.
- Responsible for taking and recording food temperatures prior to service and taking appropriate action if not correct.
- Accurately works on tray line demonstrating a clear understanding of clinical diets.
- Monitors quality of products received and prepared and reports concerns to Supervisor.
- Participates in sampling various food products and provides recommendations.
- Communicates shortages or other issues with supervisor in an appropriate and timely manner.
- Required to adhere to all health and safety policies, procedures and provisions set up by management.

- Responsible for recognizing unsafe work practices and other potential hazards in the work area, and for reporting these situations to their supervisors.

Hours of Work

Must work shifts, weekends and holidays as required.

How to Apply

Interested applicants must submit a current **cover letter and resume** to the Human Resources Department by e-mailing ngghr@ngh.on.ca referring to the above posting number.

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.

NGH or NHH does not use AI to screen, assess or aide in the selection of our recruitment process.