



## CASUAL POSITIONS – Dietary, Housekeeping, Health Care Aides and Reception

Mount View Lodge in Olds, AB



**JOB TITLE:** Casual Positions – Dietary, Housekeeping, Health Care Aides and Reception  
(Casual – On call for sick and vacation coverage).

**POSITION NO:** (MVL 13 – Casual FS, HK, HCA, Reception).

**EFFECTIVE DATE:** As soon as possible.

**SALARY RATE:** As per the MVSH salary schedule.

### MAIN DUTIES:

- Directly responsible to the Department Supervisors of the assigned Lodge and the Site Administrator.
- Dietary duties include coordinating the preparation of high quality meals in accordance with food service standards, dining room services, cleaning and dishwashing.
- Housekeeping duties include providing high quality housekeeping and laundry services for Lodge residents.
- Health Care Aides provide personal care, support and customer service to Lodge residents.
- The Receptionist provides general office duties including telephone reception and customer service.

### QUALIFICATIONS:

1. A positive rapport with seniors, friendly and helpful team player.
2. A flexible, willing and positive attitude.
3. Experience in a commercial kitchen as well as Food Safety knowledge and training for dietary positions
4. WHMIS and chemical cleaning supply knowledge would be an asset for housekeeping positions
5. Must have completed a recognized Health Care Aide certificate program to work as an HCA
6. Must be physically able to perform lifting, bending and repetitive tasks.
  - A medical may be required.
  - A high standard of hygiene and personal appearance.
7. Completed current First Aid and Cardiac Pulmonary Resuscitation (Heart Saver).
8. Must have a clear and current vulnerable sector check.

### CLOSING:

Until suitable candidates are found

### FORWARD RESUME TO:

Leslie Clarke  
Manager of Human Resources Mountain  
View Seniors' Housing  
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Phone: 403-556-2957 ext 722  
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*We thank all applicants for their interest,  
only those selected for an interview will be  
contacted.*

Our Vision - We enhance lives by providing quality care  
and self-sustainable living through innovative leadership.

