



<b>Position</b>	Carambeck Dishwasher
<b>Department</b>	Childcare Services
<b>Pay Grid</b>	2
<b>Wage Range</b>	\$18.00 to \$22.89 (2025 Approved Wage Grid)
<b>Supervisor</b>	Childcare Cook
<b>Status</b>	Part-time, Permanent
<b>Weekly Hours</b>	23.75 hours per week
<b>Work Schedule</b>	Split-shift (see below)

### **Job Summary:**

The Town of Carleton Place is seeking a reliable and detail-oriented Dishwasher to join our Childcare Services team at Carambeck Childcare Services. Reporting to the Childcare Cook, the successful candidate will play a vital role in maintaining cleanliness and organization in the kitchen while assisting with snack preparation, food distribution, and basic housekeeping duties.

This position requires working split shifts during the school year and full-day shifts during school holidays, with some flexibility based on operational needs.

### **Key Responsibilities:**

- Operate and maintain the dishwasher, ensuring proper cleaning and sanitation of dishes and utensils.
- Assist in setting trays for snacks and delivering them to classrooms as required.
- Collect and return trays and buckets from classrooms after snack times.
- Keep kitchen workstations clean and organized, ensuring surfaces are sanitized regularly.
- Maintain stock of cleaning supplies and communicate inventory needs to the main childcare location.
- Support food distribution between locations as required.
- Follow food safety, hygiene, and anaphylaxis protocols to ensure a safe childcare environment.
- Dispose of kitchen waste and garbage as needed.
- Adhere to all Town of Carleton Place policies and safety regulations.

### **Qualifications and Requirements:**

- Ontario Secondary School Diploma (OSSD) or equivalent.
- Minimum one (1) year of experience, preferably in a childcare or institutional setting.
- Willingness to obtain and maintain CPR-C/AED, Standard First Aid, and Anaphylaxis training.

- Valid Vulnerable Sector Check (issued within the last six months).
- Participation in at least two (2) hours of professional development annually.

**Skills and Competencies:**

- Knowledge of food hygiene and safety standards.
- Ability to multitask in a fast-paced environment.
- Strong attention to detail and organizational skills.
- Comfortable working both independently and as part of a team.
- Effective communication skills.

**Work Schedule:**

- School Year Schedule (23.75 hours per week, Monday – Friday):
  - 7:00 a.m. – 9:30 a.m.
  - 3:00 p.m. – 5:15 p.m.
- School Holidays, including Summer Break, March Break, PA Days, and Christmas (5 - 8 hours per day)
- Schedule may be subject to occasional adjustments based on operational needs.

**Working Conditions**

- Physical demands include standing, bending, twisting, lifting (minimum 45 lbs), and working with commercial kitchen equipment.
- Exposure to hot and cold temperatures, loud environments, and strong food-related odors.

**Why Join Us:**

- Be part of a supportive and dynamic team in a growing community.
- Contribute to a safe and nurturing childcare environment.
- Opportunity for training and professional development.

**Application Deadline:**

Open until filled.

**How to Apply:**

Please send your resume and cover letter to [hr@carletonplace.ca](mailto:hr@carletonplace.ca)

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We thank all applicants for their interest; however, only those selected for an interview will be contacted.