

Formerly Abbotsford Community Services

JOB POSTING #2025-72-01

INTERNAL/EXTERNAL

Delish Catering

Catering Cook

Wage: \$21.00 per hour

Casual/On-Call: Monday to Friday

Hours will vary

Permanent

Plan, Prepare and Cook Menu Items for Catering

Join the team at Archway

Come Help Us Help People

Location: Abbotsford

On Site

Job Summary:

Delish Catering is a multi ethnic catering service in Abbotsford that brings together the talented culinary skills of newcomers to Canada. Delish gives participants the opportunity to develop their professional catering skills in the Canadian workplace.

The Catering Cook is responsible for the smooth and efficient operation of the Delish Program including the planning, preparing, and cooking of menu items, ensuring the smooth operation of the program and providing leadership in collaboration with the Program Coordinator, to the staff and volunteer(s) of the Delish Catering program. This position requires creativity, teamwork, independence, and leadership skills.

[Delish | Catering Service In Abbotsford | Archway Community Services](#)

Your Role:

Archway's Catering Cook with the Delish Catering Program contributes by:

- Preparing food items according to the menu, specifications, and recipes in a timely manner.
- Preparing menu items as ordered.
- Sourcing seasonal and local ingredients and researching wholesale buying opportunities.
- Planning and finalizing menu items in consultation with the Program Coordinator and ordering supplies.
- Monitoring and managing all cooking tools and ingredients.
- Developing recipes that comply with Archway policy and preparing modified or special diet items to accommodate client requests.

- Fulfilling all regulatory requirements related to the operations of Delish, including prepping the kitchen before meal preparation, continuously ensuring the workstation areas are properly cleaned as per the guidelines for health and safety and food safety, ensuring proper procedures are followed for food preparation regarding time and temperature, working in a safe and efficient manner, and always maintaining a clean kitchen.
- Compiling grocery lists and assisting with the grocery shopping for catering and tasting events.
- In collaboration with the Program Coordinator, assisting with the organization of catering and tasting events, and for the cooking and handling of food.
- Ensuring beverages are set up at events (coffee, tea, water dispensers).
- Assisting with the packing of dishes and supplies after the events are finished.
- Assisting with preparation and distribution of various marketing and program materials.
- Assisting the Program Coordinator in delivering catering orders.

This position is a great fit for someone who enjoys cooking, following recipes, learning new flavours and cooking techniques, is able to work safely, efficiently, and neatly, and is willing to work flexible hours.

Our Offer

- Wage: \$21.00 per hour
- A permanent, casual/on-call position, hours will vary per week, availability Mondays to Fridays, from 8:00 AM to 5:00 PM. Occasional evening and weekend work may be required.
- Benefits include:
 - Employee and Family Assistance Program that includes online access to wellness resources.
 - Great in-house training opportunities.
 - Rewarding work in a positive environment.
 - Work/Life balance.

Getting an Interview – you will be considered if you have:

- Secondary school completion.
- 3 to 6 months cooking/catering experience.
- Experience in using different cooking tools, equipment and utensils.
- Ability to understand and speak English.
- A Food Safe Certificate would be an asset.
- A valid BC Driver's License is an asset.

The Job Requires you to have:

- The ability to work flexible hours (including early mornings, evenings, and weekends).
- Ability to follow food safe and health and safety procedures.
- The desire to learn new flavours and techniques.
- Good communication skills, both written and verbal.
- Capability of following instructions without variation.
- Working knowledge and use of kitchen equipment.

- Ability to stand for long periods of time, and bend and move around.
- Ability to lift up to 50 lbs.
- Ability to cook with a variety of ingredients (including nuts) that may cause allergies.
- Use of Windows Microsoft Office365 is an asset.
- A satisfactory Criminal Records Check is a condition of employment.

Closing date is April 15, 2025.

TO APPLY

Interested applicants are to reference **Posting #2025-72-01** in the subject line.

Please submit your cover letter and resume to:

Email: jobpostings@archway.ca

Subject: Job Posting #2025-72-01

No phone calls please. Only short-listed applicants will be contacted.

Must be legally entitled to work in Canada.

Your resume may also be forwarded to other Programs for their consideration for their job vacancies. If you do not wish for your application to be shared with other Programs, please send an e-mail to jobpostings@archway.ca with DO NOT FORWARD TO OTHER PROGRAMS, in the subject line of the e-mail and the job reference number to which you applied, in the body of the e-mail.

Archway's goal is to be a diverse workforce that is representative, at all job levels, of the people we serve. Equity and diversity are essential to excellence. An open and diverse community fosters the inclusion of voices that have been underrepresented or discouraged. We encourage applications from members of groups that have been marginalized on any grounds enumerated under the B.C. Human Rights Code, including Indigenous identity, race, colour, ancestry, place of origin, political belief, religion, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression, or age.

We acknowledge that we gather on the traditional and unceded territory of the Stó:lō people. Stó:lō territory extends from the mouth of the Fraser River to Boston Bar. Locally, this includes the Matsqui First Nation and Sumas First Nation. We give them thanks for sharing their land and resources with us.

We invest in the mental health and wellbeing of our employees.