

Dietary Aide Job Description

Job Summary:

Reporting to the Manager, this position is responsible, for maintaining general cleanliness of the kitchen, assisting meal preparation/serving and maintaining a safe environment for the Residents. Specific duties will depend on scheduled designation for each shift.

Responsibilities:

- Promote and maintain an atmosphere of harmony and home-like environment.
- Maintenance and upgrading of immunizations.
- Commitment to providing the highest quality service.
- Maintenance of required certification. (Ex: WHMIS, FoodSafe)
- Commitment to teamwork.
- Awareness of resident safety.
- Perform duties within Simpe Q safety guidelines (MSIPP awareness)
- Expectation of knowledge and daily practice of the Model of Care and Philosophy.
- Reporting of unsafe equipment or resident safety issues to General Manager.
- Assist and participate in events organized by Simpe Q.
- Assist in kitchen with meal preparation
- Awareness of specialized diets.
- Assisting with meal service delivery
- Cleaning and resetting dining rooms.
- Washing dishes
- Ensuring kitchen cleanliness
- Monitoring daily temperatures of fridges, walk in coolers, freezers
- Completing additional weekly/monthly additional cleaning tasks.
- Empty garbage at end of each shift.
- Other related duties as assigned by Simpe Q Supervisor.

Regulations:

Adheres to regulations outlined in the following Acts and Legislations:

- *The Criminal Records Review Act* [RSBC 1996]
- *The Freedom of Information and Protection of Privacy Act* [RSBC 1996]
- *B.C.'s Health Care (Consent) and Care Facility (Admission) Act*
- *Patients Property Act*
- *Community Care and Assisted Living Act*
- *Residential Care Regulation*
- *Adult Guardianship Act*
- *WorkSafe B.C. Regulations*
- Satisfactory present and continuous medical screening in compliance with the Province's immunization and tuberculosis control program

Resident Safety:

- Perform all duties in a manner in which client safety is the focus.
- Report any unsafe activities that may cause harm or injury to a client.
- Educate other co-workers/colleagues on the proper safety techniques when there is a possibility of endangering a client.
- Observe and correct any unsafe behavior demonstrated by client.

Physical Demands:

- Job requires a significant amount of sitting, standing, reaching, walking, lifting and walking (according to the National Occupational Classification (NOC) Definitions, this job is considered "Medium").
- Lifting 50lbs maximum.
- Frequently lifting and/or carrying objects up to 20lbs.
- May involve sitting with pushing and pulling or arm and/or leg controls.
- Must be able to handle stressful situations in the workplace.

Health and Safety Risks:

- **Physical:**
 - Muscle strain from lifting, transferring, turning clients
 - Dealing with aggressive clients
 - Repetitive strain injuries
- **Ergonomic:**
 - Working at a desk/computer
- **Chemical:**
 - WHMIS & Control products (e.g. Cleaning products, skin & wound products, shampoos, soaps, antiseptic and antibacterial solutions, Oxygen)
- **Biological:**
 - Contact with blood & body fluids
 - Exposure to illnesses common to communal living environments (Influenza, colds, GI illnesses, other bacteria & viruses)
 - Plants and animals
 - Needle stick injuries
- **Radiation**