



THE CANADIAN POTATO MUSEUM
& P.E.I. POTATO COUNTRY KITCHEN

JOB TITLE:	Kitchen Staff	SUPERVISOR:	Manager
ORGANIZATION:	The Canadian Potato Museum	LAST REVISED:	January 2012
LOCATION:	The PEI Potato Country Kitchen	EMPLOYEE NAME:	

JOB DESCRIPTION

MISSION

The Canadian Potato Museum will create a dynamic new travel destination value for the community of O’Leary and the North Cape Coastal Drive.

VISION

To always strive towards making the a visit to the Canadian Potato Museum one of the most entertaining, educational and enriching travel experiences on Prince Edward Island.

ROLE AND RESPONSIBILITIES

Responsible for the coordination and smooth operation of “The PEI Potato Country Kitchen” which will include:

- Developing daily and weekly menus
- Ordering necessary food and supplies and be actively involved in managing inventory levels (deficiencies and overages)
- Preparing and serving a variety of potato based meals on demand
- Baking a variety of baked goods on a daily basis
- Maintaining a clean and safe work environment
- Ensuring dining areas are well kept and clean.
- Performing cooking and baking demonstrations (i.e. Potato Fudge)
- Wear supplied uniform and ensure cleanliness and professionalism of appearance
- Contributing to a pleasant and respectful work environment

In addition to performing the above listed responsibilities, the selected employee is responsible for ensuring policies and procedures are followed as indicated by the Board of Directors, Occupational Health & Safety and Health Department regulations.

QUALIFICATIONS



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High School Diploma or equivalent with 1-2 years of commercial food preparation experience desired. Knowledge of Health Department and Occupational Health & Safety regulations related to kitchen maintenance and operation preferred. Ability to work alone or with a team. Good interpersonal, communication and organizational skills.

Approved By:		Date:	
Accepted By:		Date:	