



Archdiocese
of Toronto

Employment Opportunity

COOK

Blessed Sacrament Parish

24 Cheritan Avenue Toronto, ON M4R 1S4

Part time (12 hours per week)

Replacement Position

Target Hiring Salary: \$20 - \$22 per hour

Overview:

Blessed Sacrament Parish is seeking a part time Cook to prepare meals, as well as plan meals and purchase food items for the priest living in the rectory.

Responsibilities:

- Collaborate with the pastor in determining meal schedule, special meals and budget
- Plan meals, shop and purchase food items
- Cook meals, clean the premises and items, empty dishwasher
- Purchase and/or order household cleaning supplies
- Maintain clean hygienic conditions; to include sanitizing, dusting, sweeping, vacuuming, mopping kitchen floors
- Use safe food handling practises
- Report malfunctioning equipment or any unsafe conditions in the kitchen or cafeteria and suggest possible solutions to hazards to the Pastor
- Other duties, as required

General Requirements:

- High school diploma
- 3-5 years of relevant service in a similar position
- Professional, pleasant, reliable, positive attitude and courteous with a welcoming disposition
- Strong communication skills, both written and verbal
- Valid driver's license and access to personal vehicle for shopping
- Able to withstand long hours of standing, bending and moving around
- Able to lift weights of at least 35 pounds
- Ability to follow oral and written instructions
- Can work independently with minimum supervision or with a team
- Knowledge of health and safety standards
- Formal training in the food services field is highly desirable
- Ability to maintain discretion and confidentiality
- Understanding of the Catholic Church, its tenets and culture, and respect for its leadership and parish clergy

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- Must be legally entitled to work in Canada
- A criminal background check will be required of the successful applicant

Those wishing to be considered should submit their resume and cover letter in MS Word or PDF format to: **Fr. Larry Marcille & Agnes Ahn** at **aahn@archtoronto.org**. Deadline for receipt of applications is **February 14, 2026**. We thank all applicants, however, only those selected for an interview will be contacted.

In compliance with the Accessibility for Ontarians with Disabilities Act (AODA), the Archdiocese of Toronto provides reasonable accommodations to individuals with disabilities. If contacted for an interview, applicants should make any accommodation needs known at that time.