Cafeteria Supervisor

WEST COAST LAUNCH LTD

Job ID
51690

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LOCATION	DATE POSTED	EXPIRY DATE
205 Cow Bay Rd, Prince Rupert, BC | British Columbia	15-10-2026	13-04-2027

TYPE OF JOB	SALARY	MIN. EXPERIENCE	MIN. EDUCATION
Full Time	CAD 38.50/hr	1 year to less than 2 years	Secondary (high) school graduation certificate

Job Details

West Coast Launch Ltd. is a family owned and operated marine transportation business servicing Northern British Columbia. The company was founded by Captain Doug Davis in 1988 when he saw the need for a safe and reliable marine transportation company to service Prince Rupert and the surrounding areas.
West Coast Launch, Prince Rupert Adventure Tours and Eagle Bluff Bed & Breakfast work together to offer the North Coast a wide range of professional marine transportation and adventure tourism services. West Coast Launch is proud to be a locally owned business that has been servicing the North Coast for over 30 years.

Job Code: Ref_1001_2026
Job Bank Ref#: #3550927
Number Of Openings: 1
Start Date: ASAP
Overnight Travel: None
Vacation Time: 2 weeks / year
Email to apply: westcoast.job.ref1001@gmail.com

Job Description

Our business is in urgent need of an experienced "Cafeteria Supervisor". The ideal candidate will BE CANADIAN CITIZEN / PERMANENT RESIDENT and have some relevant experience working as a Food Service Supervisor
Job Requirements:
Language: English
Education: Secondary (high) school graduation certificate
Experience: 2 years to 3 years
Wage: $36.60 hourly / 40.00 hours per Week
Work Location: 205 Cow Bay Road, Prince Rupert, BC V8J 1A2
Work Onsite: Work must be completed at the physical location. There is no option to work remotely.
Work setting: Odours and Hot work site environment as food service establishment
Status: Permanent, Full Time
Work requirements: Evening, Shift, Flexible hours, Night, On call, To be determined, Weekend

Schedule: 8-hour, Working hours from 12:00 to 21:00. Overtime and weekends as needed.

Responsibilities and Tasks:
Establish methods to meet work schedules
Requisition food and kitchen supplies
Supervise and co-ordinate activities of staff who prepare and portion food
Train staff in job duties, sanitation and safety procedures
Estimate ingredient and supplies required for meal preparation
Ensure that food and service meet quality control standards
Prepare budget and cost estimates
Address customers' complaints or concerns
Maintain records of stock, repairs, sales and wastage
Prepare and submit reports
Must have knowledge of the establishment's culinary genres
Supervise and check delivery of food trolleys
Establish work schedules
Plan menus and ensure food meets quality standards

Supervision:
3-4 people
Food service counter attendants and food preparers
Kitchen and food service helpers
Staff in various areas of responsibility

Credentials:
Certificates, licences, memberships, and courses - Serving It Right Certificate preferred.

Additional information:
Work conditions and physical capabilities include fast-paced environment, work under pressure, combination of sitting, standing, walking, standing for extended periods, bending, crouching, kneeling and attention to detail

Personal suitability:
Client focus
Efficient interpersonal skills
Excellent oral communication
Flexibility
Team player
Initiative
Dependability

Screening Questions: This job posting includes screening questions. Please answer along with a Cover Letter the following questions when applying:
Are you authorized to work in Canada?
Are you available for shift or on-call work?
Are you available to start on the date listed in the job posting?

Are you willing to relocate for this position?
Do you have experience working in this field?
Do you live near the job location?
Do you meet the language requirements listed in the job posting?

What might be required by the employer later in the hiring process:
References attesting experience
Highest level of education and name of institution where it was completed
Copy of latest school transcript

Only apply to this job if you are a Canadian citizen, a permanent or a temporary resident of Canada with a valid Canadian work permit. If you are not authorized to work in Canada, do not apply. The employer will not respond to your application.

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