



Casual Event Staff December 2017

Wabano's Event Centre is a state-of-the-art event rental hall offering rooms and catering options for meetings, conferences, galas, weddings, concerts and private parties. All proceeds from Events go back into funding the valuable programming and services that are provided by the Centre to the Indigenous community in Ottawa.

Wabano is looking for a Casual Event Staff (hours to be offered as available) to help set up events, serve food to our guests, provide help in the kitchen and help with clean up.

Responsibilities:

- Event set-up, maintenance and tear-down for events such as receptions, meetings, conferences, buffet meals and plated dinners;
- Interacting with guests in a professional manner;
- Interact with third party contractors in a professional manner;
- Washing dishes;
- Other food service and kitchen help as required.

The successful candidate will have the following qualifications:

- Ability to stay calm in a high-stress environment;
- Ability to work as a team and jump in to help wherever needed;
- Ability to follow direction and prioritize appropriately;
- Good communication and customer service skills;
- Smart Serve certification an asset;
- Safe Food Handling certificate an asset;
- **Applicants of First Nations, Inuit and Métis descent will be given preference (please self-identify).**

To pursue this opportunity, please submit your cover letter and resume to jobs@wabano.com. Wabano is looking to create a pool of casual staff, so applications will be considered on an on-going basis.

We thank all those who apply. Only those selected for further consideration will be contacted. Wabano is committed to providing employment accommodation in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act. If contacted for an employment opportunity or interviewing, please advise if you require accommodation.

Thank you. Miigwetch.