

School of Hospitality and Tourism**Kitchen Steward Job Readiness Program**

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Out of Class Assistance:	Please contact your Academic advisor or call or email me to make an appointment	Academic Level:	1

Successful food services establishments are based on good quality foods that taste good. The preparation of these foods is prepared by professional cooks and chefs who are part of a professional team. A key member of this team is the Kitchen Steward, who is often referred to as "the backbone" of the kitchen.

Students enrolled in this comprehensive 15 week Certificate of Completion program will gain an understanding of working as a professional Kitchen Steward through applied and theoretical in-class training in Algonquin Colleges, Hospitality and Tourism food preparation Kitchens. Further to a Certificate of Completion, students in this program will gain their Safe Food Handling (Basic.fst) certificate and their WHMIS (work place hazardous information systems) certificate. Concurrent to this training program each student will be placed in an on-site applied skills training position in order to apply what they have learned in the classroom.

Section Specific Learning Resources

- 1) WHMIS Training Package YOW Canada – supplied
- 2) BASICS.fst Course Book (3rd Edition) with exam - supplied
- 3) Cooks uniform, hat, and apron. Note: Nonslip Shoes are required but not supplied.
- 4) Basic knife kit: vegetable peeler, French/Chef knife, steel sharpener. Not supplied.

❖ Other related materials will be provided to the student as required.

WEEKS	COURSE CONTENT	4 HOUR DAYS
1	Course outline explanation Sanitation, kitchen rules, equipment, Tools, knives, cooking equipment: stoves, pilot lights, burners, oven operation, and dishwashers.	Day 1 and 2
2	Knife sharpening skills: demonstration and practice Cutting and peeling vegetables Introduction: Basics. Fst (1 hour each day)	Day 3 and 4
3	Introduction to the dish room, pot room, 3 compartment sinks Continued: Basics. Fst	Day 5 and 6
4	Apply working in the dish room Continued: Basics. Fst (1 hour each day)	Day 7 and 8
5	Introduction to floor maintenance and cleaning garbage and recycling Continued: Basics. Fst (1 hour each day)	Day 9 and 10
6	Apply floor maintenance and cleaning and working in the dish room Continued: Basics. Fst (1 hour each day)	Day 11 and 12
7	Introduction to inventory and receiving, stockroom, refrigeration, and kitchen Continued: Basics. Fst (1 hour each day)	Day 13 and 14
8	Apply inventory and receiving, stockroom, refrigeration, and kitchen practices Continued: Basics. Fst (1 hour each day)	Day 15 and 16
9	Cleaning disassembly and assembly of kitchen equipment Introduction to WHMIS	Day 17 and 18
10	Apply disassembly and assembly of kitchen equipment WHMIS, Kitchen preparation Continued	Day 19 and 20
11	WHMIS, Kitchen preparation, WHMIS Test	Day 21 and 22
12	Review Week 2 and 3 Continued: Basics. Fst (1 hour each day)	Day 23 and 24
13	Review Week 5 and 7 Continued: Basics. Fst (1 hour each day)	Day 25 and 26
14	Review Week 9 and 10 Continued: Basics. Fst (1 hour each day)	Day 26 and 28
15	Basics. Fst – Test open book. Graduation Week 16. Date and Time TBD	Day 29 and 30

Note: throughout the program each student will be taught how to multi-task as per their ability. Therefore, each week learned outcomes from previous weeks will be applied during new tasks.