



St Joseph's Primary School, Wee Waa

Canteen Supervisor

Temporary Part-time 3 hours per week Working on Wednesdays

A vacancy exists for a Canteen Supervisor at St Joseph's Primary School, Wee Waa, the position commences 4 February 2020 and concludes 18 December 2020.

Essentials:

1. Certificate in Food Handling or willingness to obtain, maintain up to date knowledge and training in food handling and safety.
2. Excellent interpersonal and communication skills to work in a team environment
3. Excellent customer service skills
4. Ability to lead a team in a manner that fosters the support and cooperation of volunteer team members
5. Ability to maintain a high standard of personal cleanliness, hygiene and punctuality
6. Experience working under pressure in a high demand food service or similar
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8. Ability to implement appropriate WH&S strategies to ensure hygienic, safe and healthy environment for production and distribution of food
9. Ability to plan menus to support healthy food habits of children
10. Ability to keep adequate records for all areas of canteen operation
11. Basic bookkeeping skills
12. Working with Children Check Clearance

For further details about the position and school contact the Principal, Alistair Stewart on (02) 6795 4038 or email astewart1@arm.catholic.edu.au

A 'General Employee Application Form' must be obtained from the Armidale Catholic Schools Office Website <https://arm.catholic.edu.au/employment/employment-documents/> Applications not on the 'General Employee Application Form' will not be accepted.

Please email or post your application to Alistair Stewart, Principal, St Joseph's Primary, PO Box 120, WEE WAA 2388 or email astewart1@arm.catholic.edu.au

Applications close 3 pm 18 December 2019

Preferred applicants are subject to employment screening.