



Friends Growing Together

# West Greenwood Primary School

Parents and Citizens' Association Incorporated

101 Coolibah Drive, Greenwood 6024

Ph: 9246 8700 Fax: 9448 6608

[wgps.pandc@gmail.com](mailto:wgps.pandc@gmail.com) ABN: 99 632 291 826

---

## **Part-time Canteen Supervisor – Possums Pantry**

**3 Days (19.5 hrs) Per Week**

### **Fun Environment!**

**Modern Facilities, Welcoming School Community**

**\$22.38/Hr + Super**

Working with a proactive and collaborative P&C Canteen Committee, your willingness to share ideas, ability to maintain an upbeat working environment and dedication to promote a healthy, interesting menu will be highly valued.

You will take over the running of this well organised canteen, managing the day to day operations to service approximately 470 children plus staff, building positive and friendly relationships with students, parents, staff and P&C members.

Adhering to the Traffic Lights System and the relevant safety and hygiene guidelines, prepare and cook fresh snacks and meals (including bulk cooking to stock the freezer). Assist the P&C with recruitment and training of volunteers, effective financial reporting to the Canteen Treasurer, maintain a clean and secure canteen, manage stock levels and work as a team with the canteen committee, P&C and relevant staff.

Previous experience assisting in all aspects of running a commercial kitchen is essential, as is a Police Clearance and maintaining a current Working with Children check. Willingness to attend or completion of Traffic Light training, TAFE School Canteen Management Course and/or StarCAP2 would be desirable.

To apply, forward your resume to [wgps.pandc@gmail.com](mailto:wgps.pandc@gmail.com)

Applications close Friday 17<sup>th</sup> August 2018.

For more information, please contact Nerissa on 0410 520 792.