



Arbor Grove Primary School Parents & Citizens Association

CANTEEN ASSISTANT – POSITION VACANT

Arbor Grove Primary School P&C Association is looking for an experienced, enthusiastic Canteen Assistant with strong communication and supervisory skills.

The Canteen Assistant is a casual position one day per week (Friday) from 8.30am to 2.30pm during school terms. Pay is in accordance with the Australian Government Fair Work Fast Food Industry Award 2010 Level 1.

The Canteen Assistant is to assist in providing a healthy and efficient lunch service, while adhering to hygiene requirements for the students of Arbor Grove Primary School, as per the Canteen Policy.

Essential:

- Relevant Canteen or food service work experience
- Ability to relate well to students and other staff
- Ability to work collaboratively with other staff and volunteers
- Able to cope with fast paced and pressure situations
- Able to work productively for a common goal with management
- Knowledge of the Department of Education's *Healthy Food and Drink Policy* and Traffic Light system
- Awareness of the risk food allergies pose

Desirable:

- Completed (or willingness to complete) Traffic Light training
- Completed (or willingness to complete) FoodSafe Food Handler Training, or equivalent
- Completed (or willingness to complete) Food Allergy Training
- Current Working With Children Check
- Current Police Clearance
- Current driver's license, reliable vehicle and telephone
- First Aid Certificate

How to apply:

Please send your application to the Arbor Grove PS P&C Canteen Committee via arborgrovep-c@hotmail.com with subject heading '**Canteen Assistant Application**' and include:

- A 1-2 page cover letter which addresses the criteria listed above
- A current resume, with the contact details of two referees, whom the selection committee may contact regarding your application

Applications must be received by COB Monday, 1 April 2019

Interviews to be held during the week of 8 - 12 April (Week 10)

Anticipated starting date Friday, 3 May 2019 (Term 2, Week 1)