

Duncraig Senior High School Canteen is a high school canteen, serving the 1500 members of the school community. We also prepare, pack and deliver pre-ordered lunches to 7 local primary schools. The canteen is run by the school's P&C and all profits are returned to the school for the student's benefit.

The canteen is looking for a casual staff member to join our busy team.

As a member of our staff, you will be expected to perform various tasks in a fast paced food preparation and servery environment.

Our staff are required to hold a current Working with Children Check card, and attain both WASCA traffic light training, and FoodSafe training.

Canteen staff work according to direction from the Canteen Operations Manager, and the Canteen Shift Manager. Daily duties might be (but are not limited to)

- Accurately preparing primary school lunch orders according to the required order list, in a timely and accurate manner. Packing and delivering those orders to local primary schools using your own reliable and insured vehicle.
- Serving high school students at recess and lunch time, using touch screen tablets and student cards. We are a cashless canteen.
- Cleaning duties, including dishwashing, to keep the canteen in a clean and tidy work environment.

We require our staff to be able to work cooperatively in a cohesive team, sometimes working with limited or no direct supervision, and are available to work each school day if required.

Full training will be provided to the successful applicant. There are times where we can have up to 8 staff working in the canteen at a time. We ask our staff to demonstrate a welcoming and friendly disposition, and a helpful nature when interacting with students, other canteen staff, and school staff.

Applicants are asked to apply in writing, with their resume, before close of business on Friday 18<sup>th</sup> June, 2020. Applications should be directed to the P&C President, using the email address [eventsbandc@gmail.com](mailto:eventsbandc@gmail.com)