



CANTEEN SUPERVISOR Kardinya Primary School

Kardinya Primary School was established in 1977 and proudly provides education to our local community. In 2017 Kardinya Primary School became an independent public school and we continue to go from strength to strength as we work collaboratively with our community to promote 'Learning for Life'.

We have a new and exciting opportunity for a suitably experienced and qualified Canteen Supervisor to join our school on a part-time basis commencing Term 1, 2022. You will initially work two days per week. Of these days a Friday is compulsory, but the other day can be negotiated. There is opportunity as the position grows for days/ hours to increase.

Reporting to the P&C President, as the Canteen Supervisor your main objective will be to coordinate the effective and safe operation of the school canteen ensuring that healthy food and drink options are provided to students and staff, and that the canteen remains viable.

Essential criteria

- Demonstrated ability to lead, plan, organise and control the day-to-day operations of the canteen including finance
- Demonstrated ability to build morale, motivate and generally relate well to students, staff, volunteers and community
- Knowledge of the Department of Education's *Healthy Food and Drink* policy and Traffic Light system
- Comply with State Government vaccination requirements
- Appropriate Training (or willingness to complete)
 - Traffic Light Training
 - FoodSafe Food Handler Training, or its equivalent
 - Food Allergy Aware Training, or its equivalent
 - AHA Hospitality & Tourism COVID-19 Hygiene Course, or its equivalent
- Competent computer skills, for online ordering and basic emailing
- Current Working with Children Check and Police Clearance

Desirable criteria

- Tertiary qualifications in canteen operations or similar qualifications e.g. TAFE Canteen Management course
- Experience as a canteen supervisor or similar
- Knowledge of the nutritional requirements of school aged students.

To apply for this opportunity, please send your resume along with covering letter addressing the selection criteria by Sunday, 28 November 2021 via email to our P&C President Kerry Page at kardinyapca@live.com

Any queries or for a full detailed job description, please email as per above.