

Position Vacant

CANTEEN ASSISTANT

Central Coast Grammar School is a leading K-12 independent, coeducational and nondenominational school. Located on a single 18 hectare campus overlooking the Matcham Valley close to the heart of Erina, our school offers a spacious environment where students can grow and flourish.

We have a part time position for an experienced Canteen Assistant to join our team during school term time. This role is for 25 hours per week during school term time, and may be called upon for additional hours if required, due to staff leave, etc.

To be successful you will need to possess and demonstrate:

- Food Handling Certificate
- Kitchen experience
- Ensure health / food safety compliance is maintained
- Previous experience in a school canteen and use of online pre ordering systems
- Excellent communication and interpersonal skills
- Able to work collaboratively within the team environment
- Good administrative skills, with a sound level of flexibility and adaptability
- A commitment to the strategic direction and ethos of the School

Interested applicants should familiarise themselves with the School's Strategic Plan '*Striving for Excellence*', available on our website at www.ccgsw.edu.au. It is expected that every member of staff will commit to the Strategic Plan and participate in the professional learning expectations of the School.

Pre-conditions of employment include compliance with the requirements of the Child Protection (Working with Children) Act 2012 and provide evidence of your immunisation status from the Australian Immunisation Register for COVID-19.

To apply you need to provide the following information/documentation:

- cover letter and CV
- copies of degrees or certificates, with conferred date(s)
- Working with Children Check number
- Copy of your COVID-19 vaccination record(s)
- telephone numbers for referees that may be contacted

Please email your application to the Human Resources Manager before 3.00pm, Friday 28th January, 2022 to: ccgscareers@ccgs.nsw.edu.au.

Please note that any attachments associated with your application are to be either Word documents, jpg images or pdf.