

SCHOOL CANTEEN MANAGER FULL TIME / TERM TIME

We are seeking an experienced **School Canteen Manager** to run our state of the art canteen facility, opening in 2020. Reporting to the College Accountant, the Canteen Manager is responsible for the cooking, efficiency and profitability of the Canteen and to ensure that best practices are used to ensure the safety of all employees and volunteers.

This position is **Full Time, school Term Time** hours commencing as soon as possible.

The ideal candidate will possess the following:

- Minimum Cert III in Commercial Cookery or similar
- Food Safety Certificate
- Strong knowledge of WH & S
- Previous experience managing a school canteen or similar environment
- Ability to work under high pressure situations and catering in large volumes
- Strong interpersonal skills, and ability to communicate with students, parents, teachers and staff
- Strong customer service experience
- Experience using industrial kitchen equipment eg Combi oven
- Eligibility for a Working with Children Suitability Card (Blue Card)

In addition you will be friendly, caring and considerate and have a strong passion for children's health and well-being.

You will be responsible for:

- Liaising with various suppliers and stakeholders
- Catering for various College events
- Cooking a variety of healthy and nutritious freshly made breakfast, morning tea, hot lunches, salads, gourmet sandwiches and baked snack items adhering to the Smart Choices Guidelines
- Taking orders, customer service and cash register operations
- Monitoring and promoting kitchen hygiene and food safety practices
- Monitoring food costs, stock ordering and rotation (including wastage)
- Conducting food safety audits and monthly stock takes
- Recruiting, managing and liaising with staff and volunteers
- Managing online ordering and over the counter P.O.S Systems
- Cleaning of the premises

How to make an application: Please complete the [Employment Application Form](#).

Your application must include:

- A cover letter addressing how you meet the Knowledge and Skill requirements, including your Christian cultural fit within Genesis Christian College
- Your Curriculum Vitae
- The names and contact details of two professional referees and a minister/pastor reference

Applications close **Friday 22 November 2019**. For further information or questions, please contact hr@genesis.qld.edu.au or phone 3882 9000.

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