



## **Canteen Manager**

Halls Head College P & C Assoc are seeking an experienced enthusiastic Canteen Manager with strong focus on customer service, effective communication and supervisory skills for a full time position. This successful applicant is responsible for the day to day operation of the school canteen, supervision of paid & volunteer employees, menu creation, pricing of food, ordering, food preparation, customer service, and any other duty as required by the Halls Head College P & C Association Executive Committee.

### **Essential skills:**

- Demonstrated ability to lead, plan, organise and control the day-to-day operations of the canteen including finance.
- Ability to build morale, motivate and generally relate well to students, college staff and canteen staff
- Able to work productively for a common goal with the management
- Knowledge of Traffic Light Healthy, Menu system
- Current Working With Children Check
- Current driver's license, reliable vehicle and telephone

### **Desirable (but not essential):**

- TAFE qualifications in canteen operations or similar qualifications (or willingness to complete).
- Previous experience as a Canteen Manager or similar
- Knowledge of the nutritional requirements of school aged students
- Barista Certificate (or willingness to complete)

Remuneration will be in accordance with the Fast Food Industry Award 2010. For a copy of the Job description please send request to the email below.

Please send your application with a covering letter and resume to be sent to [hhcsecretary@yahoo.com](mailto:hhcsecretary@yahoo.com) prior to the closing date 12 November 2019. Commencing full time February 2020 and with a hand over period 1-2 weeks in December 2019.