



Part Time Canteen Assistant

3 days per week

Loreto College Ballarat was the first of the Loreto Schools in Australia, established by Mother Gonzaga Barry in 1875. It is our vision, as a Loreto school, to offer a Catholic education which liberates, empowers and motivates students to use their individual gifts with confidence, creativity and generosity in loving and responsible service. The five pillars of a Loreto education are those of *Freedom, Justice, Sincerity, Verity and Felicity*. Loreto College has its foundation in the gospel of Jesus Christ and is proud to be part of and contribute to the larger Catholic community. Religious affiliation is not a condition of employment; however, applicants must be aware of and in sympathy with, the College's religious aims as a Catholic school.

Loreto College Ballarat is an organisation committed to Child Protection and to the implementation of Childsafe policies and practices.

PRIMARY OBJECTIVES:

To assist in providing a healthy and nutritious food service to students during school term, focusing strongly on friendly courteous customer service and cooperative teamwork.

WORKING RELATIONSHIPS:

- Canteen Manager
- Business Manager
- Teaching and Support staff
- Volunteers
- Students

DUTIES AND RESPONSIBILITIES:

- Demonstrate excellent customer service skills.
- Assist with all food preparation and cooking as per daily menu.
- Assist volunteer parents and prepare working surfaces.
- Operate cashier register and eftpos machine.
- Assist with cleaning duties including end of term and beginning of term set up duties as required.
- Maintain Food Safe practices at all times.
- Other duties may be assigned.
- Maintain confidentiality at all times.
- Undertake safe work practices.

The successful applicants will have a demonstrated commitment to Catholic education and to the safety and wellbeing of children.

To apply, please download and complete the Employment Application form, which can be found on the College website, and email to hr@loreto.vic.edu.au

Applications close 17 September 2022 at 4pm.