

authenticity

Catering Assistant

spirit

Information for Applicants

excellence

tenacity

respect



Uniting Church in Australia Property Trust (Q).
CRICOS 00537M



**SCOTS PGC
COLLEGE**
Warwick, Queensland

+ spirit + tenacity + authenticity + excellence + respect

— Always aiming higher

Position

Catering Assistant (to commence as soon as possible)

Closing date

Monday, 6 July 2020

The College

We are a co-educational day and boarding school in a beautiful rural setting on the outskirts of the city of Warwick, about two hours from the state capital, Brisbane. With a student population from Prep to Year 12, we offer a uniquely personalised education where both breadth and balance are features of our programme.

An integral element of College life is our emphasis on character development. We want our students to challenge themselves to reach their full potential. Therefore, it is no wonder that people often say - this is the school where country values inspire excellence!

We aspire to be the College of first choice for families that want their sons and daughters to grow well as people. Like parents, we aspire for our young men and women to be confident that the College has given them the skills and attributes to create a successful future.

Our vision

To inspire students to be their best.

Our values

We affirm five values that underpin all that we seek to achieve for the students of SCOTS PGC;

- Spirit
- Tenacity
- Authenticity
- Excellence
- Respect

The role

The Catering Assistant will provide support and service in order for the Catering Team to produce high quality meals for our boarding and day students. This will require the successful applicant to complete a range of tasks, including preparing ingredients, cleaning, washing up and the transport and serving of meals.

The willingness and ability to work a range of weekday, evening and weekend shifts is essential

This a permanent, part-time role for 25 hours per week during term-time.

Selection criteria

1. Practical knowledge of food safety and work health and safety specific to a commercial kitchen context. Food Safety Supervisor certificate is desirable.
2. The ability to perform manual tasks.
3. The ability to work effectively and harmoniously as a part of a small, dedicated team.
4. An ability and willingness to work irregular hours, including evenings and weekends.
5. A current Open class, manual driver's licence is essential.
6. Previous experience working in a commercial kitchen environment requiring you to complete work to a high standard within established timeframes would be desirable.
7. The ability to obtain a Positive Notice (Blue Card) for working with children in Queensland.

How to apply

Completed applications can be submitted via email to employment@scotspgc.com.au. Please ensure that your application addresses the requirements as set out below.

Applications should include:

1. A letter of application addressed to the Business Manager, Mr Andrew Millard.
2. A statement addressing the key selection criteria.
3. Current resume outlining your career and education history.
4. Contact details of at least two professional referees.

The successful applicant will be subject to employment screening, which will include;

1. Reference checking and verification of employment history
2. Criminal history check

The College is committed to providing a safe environment for all students and staff. Applicants must be committed to the values of our child-safe environment.

Privacy

A copy of the College's Employment Collection Notice can be obtained by clicking [HERE](#).

Questions?

Enquiries can be directed to the Head of People and Culture on 07 4666 9811 or employment@scotspgc.com.au. Information for applicants can be found on the Employment page of the College's website scotspgc.com.au