



Talara Primary College
Parents and Citizens Association
Helping our kids to shine

POSITION DESCRIPTION

Position: Casual Tuckshop Assistant

Location: Talara Primary College

Salary: as per Parents and Citizens Award – State 2016

Reports to: Tuckshop Manager

Hours: Casual as required, school term time

About Talara Primary College

Talara Primary College, situated in Currimundi on the Sunshine Coast, is a P-6 Education Queensland State Primary School which was opened in 1998. Today Talara Primary College caters for over 1000 keen and enthusiastic students eager to learn.

Talara has earned an impressive reputation for its innovative curriculum which is recognised by both the school community and the wider educational community. The school is committed to high standards in all areas of education. It is well served by dedicated, enthusiastic, caring and committed staff who most willingly and ably share their talents and abilities with students and other professionals.

You can find out more about our school on the school website <https://talacollss.eq.edu.au>

Outline of the position

Casual Tuckshop assistants are required to be available during school term times to be rostered over the 5-day working week between 7 am and 3 pm. Shifts will be minimum of 3 hours on any rostered day, however, there is no guarantee of minimum hours to be rostered each week.

Casual Tuckshop Assistants will assist in the preparation of the Tucker Shack menu under the direction of the Tuckshop Manager, tasks include but are not limited to;

- Food preparation, cooking and service
- Counter sales for students, staff and parents
- Operation of the Coffee machine to make café quality coffee and other hot drinks
- Follow workplace Health and Safety procedures in relation to the preparation of food and the cleanliness/hygiene of the tuckshop.
- Daily cleaning/tidying of the Tuckshop area.

Our ideal applicant will;

- Be Barista trained and know how to make a great coffee
- Have Kitchen experience; working in a Tuckshop environment is great but not essential
- Great customer service skills, fun and approachable demeanour as little people are our primary customer
- Be self-motivated, take initiative, be a team player and be flexible