

Expression of Interest – Tuckshop Assistant

Moranbah State High School

Moranbah State High School is seeking Expressions of Interest from motivated and reliable applicants for the position of **Tuckshop Assistant**. This role will be a full-time position Monday – Friday 40hrs per week. Commencing in Term 4 2026 with likely extension to the 2027 school year.

The successful applicant will work as part of our school tuckshop team to support the preparation, cooking, presentation and service of a range of nutritious and appealing food options for students and staff.

This role would suit someone who enjoys working in a busy food service environment, has strong practical cooking and food preparation skills and can work efficiently as part of a team.

About the Role

The Tuckshop Assistant will assist with the day-to-day operation of the school tuckshop, including:

- Preparing, cooking and presenting a variety of food items for students and staff.
- Assisting with the development and preparation of appealing, nutritious and cost-effective menu options.
- Providing friendly and efficient customer service during busy service periods.
- Assisting with catering for school functions, meetings, events and other activities as required.
- Ensuring food is stored, prepared, handled and served in accordance with food safety and hygiene requirements.
- Maintaining a clean, safe and organised kitchen, preparation and service environment.
- Assisting with stock rotation, stock control, receipt of deliveries and monitoring stock requirements.
- Operating within Workplace Health and Safety requirements and established school procedures.
- Assisting with cleaning of food preparation areas, equipment and utensils.
- Working collaboratively with the Tuckshop Supervisor and other staff to ensure an efficient and professional service.
- Undertaking other duties relevant to the operation of the tuckshop as required.

The Ideal Applicant

We are particularly interested in applicants who can demonstrate:

- **Experience in food preparation and cooking**, with confidence preparing a variety of fresh food items.
- **Experience or demonstrated skills in menu creation and menu development**, including the ability to contribute ideas for nutritious, appealing and cost-effective food options.
- Experience working in a **fast-paced café, tuckshop, hospitality, commercial kitchen or food service environment**.
- Strong organisation and time-management skills, including the ability to manage competing tasks during busy preparation and service periods.
- A strong understanding of food hygiene, food safety and safe food-handling practices.
- A high standard of cleanliness and attention to detail.
- Strong teamwork and communication skills.
- A positive, flexible and reliable approach to work.
- The ability to provide friendly and professional customer service to students, staff and other members of the school community.

Previous catering experience will be highly regarded, particularly experience preparing food for meetings, functions, events or larger groups.

Applicants with previous experience in a school tuckshop, café, bakery, restaurant, catering business or similar food service environment are encouraged to apply.

Mandatory / Desirable Requirements

Applicants will be required to meet relevant Department of Education employment requirements, including holding or being eligible to hold a current **Working with Children Check (Blue Card)** where required.

How to Apply

To express your interest, please provide:

- A brief resume outlining your relevant employment history and experience; and
- A short statement outlining your suitability for the position, particularly your experience in:
 - food preparation and cooking;
 - menu development or menu creation;
 - working in a fast-paced food service environment; and
 - catering, where applicable.

Please also include the contact details of **two referees**, preferably including your current or most recent supervisor.

Applications should be submitted to bsm@moranbahshs.eq.edu.au **2nd October**

