

## Position Description

### Food Technician

Cornerstone Christian school is a Year 1-13 co-educational Integrated Area school with a Christian special character. In September 2013, the Minister of Education granted the school approval to move to Y1-9 in 2014 and to successively roll out the secondary year levels, one each year to Y13 in 2018. In 2017 we will have our first Year 12 class.

The school is in a rapid growth phase in terms of roll, staffing and buildings as the primary area continues to grow and the secondary year levels are rolled out.

We have a Christian special character and hence all of our staff are expected to be Christian, attend a local church and participate fully in the devotional nature of the school.

**Position:** Food technician

**Reports to:** HOD Food, Nutrition and Hospitality

**Primary Objective:**

To support the HOD of Food, Nutrition and Hospitality to keep a tidy, clean and organised department so that a first class education in these learning areas may be offered to Cornerstone Christian School students. To ensure the food technology space is fully compliant and is a safe place of learning.

**Person specifications**

- Able to work autonomously but under direction of the HOD to keep the foods room to a high standard of cleanliness and tidiness so the teaching staff are able to carry out their duties
- Able to follow instructions
- Organised and have a sense of pride in their work
- Attention to detail in regards to cleanliness and tidiness
- Proactive in determining what needs to be done
- Able to work efficiently to complete tasks
- Food safety and food handling experience
- Ability to interact appropriately and positively with teenagers

**Duties**

- Washing linen (towels, cloths, teatowels, aprons etc)
- Drying and folding washing ready for practical classes
- Daily cleaning of the room. E.g. benches, ledges wiped, floors vacuumed and mopped

- Fridge - Cleaning fridge out (weekly), discarding any expired, old food, ensuring foods stored in fridges and chiller are labelled and dated
- Freezer - sorting and cleaning freezer (twice a term), ensuring food is wrapped in gladwrap or in containers, following purchase then labelled and dated.
- Collating orders for classes
- Shopping for groceries
- Putting groceries away
- Setting out food and equipment for practical classes
- Clearing away food and equipment from practical classes
- Returning all equipment to student workstations following practical classes
- Sorting and tidying pantry shelving (disposing of outdated items)
- Tidying and sorting equipment storage cupboards
- Keeping washing up/steriliser area clean and tidy
- Help setting up room for special functions as required
- Plus any other duties as specified by the HOD