



## St Paul's Lutheran Primary School

### **Tuckshop Assistant**

St Paul's Lutheran Primary School operates a Tuckshop for students with tasty and nutritious foods during morning tea and at lunchtime. St Paul's objective is to service the school by promoting healthy eating at a reasonable cost to the students at the school.

We are looking for a Tuckshop Assistant to join our awesome team.

### **The Role**

The Tuckshop Assistant is required to maintain exceptional food and service quality in a fast-paced environment, while being organised and customer focused.

This is a casual position working 10 to 20 hours per week between 8.30am and 1.30pm on two to three days each week. Additional hours may be available in the future.

### **Duties and Responsibilities**

- Preparing food according to our healthy food philosophy.
- Awareness of safe food handling practices.
- Cooking in large quantities.
- Assembling and organising online Tuckshop orders.
- Distributing morning tea and lunch orders.
- Stock rotation and maintenance.
- Assisting the Tuckshop Convenor with accurate record keeping.
- Cleaning and maintaining the commercial kitchen to a high standard.
- Assisting with training, supervising, and supporting parent volunteers.
- Customer service and engaging with students.



## St Paul's Lutheran Primary School

### You Will Have:

- Demonstrated experience in working or volunteering in a Tuckshop or Kitchen.
- Experience in a customer service-related position.
- High energy and positive attitude.
- Ability to work in a team environment.
- Commitment to excellent customer service.

It is a mandatory requirement for this position that you hold a Working with Children Paid Blue Card.

### Application Requirements

Please write a cover letter and provide your current Curriculum Vitae.

Applications will be treated as confidential and should be addressed to Monique Gledhill and forwarded by email to [careers@stpaulslps.qld.edu.au](mailto:careers@stpaulslps.qld.edu.au)

Applications for this position close Friday 14th March 2026.