



## **COOK – BOARDING HOUSE** **Ipswich Girls' Grammar School** **including Ipswich Junior Grammar School**

Ipswich Girls' Grammar School including Ipswich Junior Grammar School offers high quality, non-denominational education to students from Kindy to Year 12 (co-education from Kindy to Year 6, girls only Years 7-12). Established in 1892, the School is one of eight original Grammar Schools in Queensland. At Ipswich Girls' & Junior Grammar School we aim to educate students to become confident, well-educated global citizens and we pride ourselves on providing a personalised, holistic education with a focus on academic excellence.

### **THE OPPORTUNITY**

A short 30-minute drive from Brisbane, our vast, heritage-listed campus is conveniently located in the middle of Ipswich. We offer the opportunities of a large city, with the quiet feel of a smaller town.

The School is now seeking an experienced evening Cook to join our close-knit catering team who look after Boarding House students and staff. In this role you will undertake general cooking duties, including a la carte cookery, baking, pastry cooking, and meal planning ensuring compliance with Food Safety Regulations. This role supports international students so experience with Asian style cooking will be highly regarded.

You will provide excellent customer service and will perform a wide variety of tasks including meal service to boarding students, school functions, and the school canteen. The rostered hours for the position are as follows:

- Part-time, term-time afternoon shift. Monday to Thursday 2pm - 7pm each day

Additional hours may be required to suit the operational needs of the catering team to support leave and school functions.

For further details regarding key focuses and responsibilities, please visit the Careers section of the School website [Careers | Ipswich Girls' Grammar School \(iggs.qld.edu.au\)](https://www.iggs.qld.edu.au/careers)

### **WHAT YOU WILL BRING**

To be successful in this role, you will be a motivated and enthusiastic chef/cook who is used to working in a School or similar environment, as well as:

- Qualifications/Certificates/Diplomas e.g., Cert 3 in cookery or similar or relevant experience.
- Demonstrated hospitality experience working in a canteen, café environment and/or boarding facility.
- Proven experience planning meals within a school or similar (e.g. child care) environment, be self-motivated with the ability to carry out duties with limited supervision.
- Experience preparing and cooking high quality **Asian cuisine** will be highly regarded.
- Excellent interpersonal and communication skills with the ability to develop and maintain strong working relationships with stakeholders at all levels to achieve desired outcomes.
- Ability to work within a small team or autonomously contributing to a positive, supportive, and successful work environment with positive outcomes.
- High level of organisational skills with an excellent eye for detail.
- Be the holder of, or can obtain, a Working with Children Suitability Card (Blue Card).

*Confident, well-educated  
young women*



All staff working in a School environment must be fully vaccinated against COVID-19. Evidence must be provided to the School if you are successful for an interview.

Culture fit and attitude are also highly important to us, so a passion for the work you do and the ability to understand and work within our vision, mission and values is paramount to your success in this role.

## APPLY NOW

If this sounds like you and you are interested in joining a highly respected school community, click the **APPLY NOW** button via **SEEK** or email your application to [careers@iggs.qld.edu.au](mailto:careers@iggs.qld.edu.au) and provide a copy of your **CV, two referees, and a cover letter addressed to the Catering Manager** outlining your experience as it relates to this role.

The successful candidate will be able to take advantage of our great benefits program including access to Salary Sacrificing including additional superannuation opportunities, ongoing professional development, and a supportive and engaging work environment.

We thank you for taking the time to send us your application for this role. We assess every application and will contact you directly if you are successful in moving to the next stage. Please note that applications should be sent to us by **Sunday 8 May 2022** however we will be shortlisting and contacting candidates throughout the application stage.