**Part time Food Services Assistant**

South Eastern Community Connect (SECC) is seeking a part time food services assistant to join our food services team.

SECC is a community-based not for profit organisation which has operated for over 41 years within the Bayside, City of Sydney and Randwick LGAs.

You will work as part of a small team delivering fresh fruit and vegetables and list shopping to the frail aged within our local community.

**Essential Criteria**

* Certificate III in Aged Care, Home and Community Care or equivalent experience in related field.
* Demonstrated knowledge and experience in food preparation and/or passion for healthy food; this could be in an instructional capacity, or hands-on capacity.
* Previous experience working with the frail aged people and their carers.
* Demonstrated people skills, customer orientation and strong conflict resolution skills.
* Demonstrated ability and willingness to follow written and verbal instructions.
* Demonstrated excellent written and verbal communication skills.
* Demonstrated effective general administration skills, including basic computer literacy.
* Demonstrated well-developed time management skills.
* Demonstrated commitment to work professionally as part of a team and also with minimal supervision.
* Demonstrated initiative and problem solving skills and “can do” attitude, flexibility and willingness to embrace change.
* Able to perform the physical requirements of the job, which may include bending, reaching, lifting, standing, repetitive motion and other job specific requirements associated with lifting and delivery of produce.
* Current Drivers Licence and excellent driving record.
* Understanding of privacy and commitment to WHS and understanding of privacy and confidentiality requirements.

## Desirable

* LR Driver’s Licence
* Ability to speak a community language

## Common Selection Criteria Apply

* Knowledge of EEO and Anti-Discrimination

For further information please contact Tania Rakchaev on (02) 8338 8506 (Tues & Thurs).

Please email your application together with your resume and a covering letter addressing the essential criteria to: Tania Rakchaev. E: foodservices@secc.sydney

Applications close 6.00pm Sunday 29th November, 2019.