

JOB SHEET | Canteen Assistant

Under the supervision of the School Director and the Administration Department, the canteen assistant offers technical assistance and support to the team around lunch & nap time, and ensures the smooth running of operations while the staff take their lunch break.

Duties:

- Assisting the students during lunch time (making sure basic rules of hygiene are respected);
- Supervising nap time, after lunch time;
- Assisting the teachers in the activities in the classroom during lunch time;
- Reporting to the School Director.

General Behaviour of the Canteen Assistant:

- A positive attitude with the children and with the entire school community;
 - Able to multi-task and adapt easily;
 - A good common sense;
 - Dynamic and reactive.
- Speaking French would be a plus!

Working Schedule:

- Full-time basis:
 - From Monday to Thursday: from 11.30am to 2.30pm;
 - Part-time basis (substitute):
 - Not subject to a fixed working schedule but called to report to work whenever necessary.
- Can be required to participate in pre- back-to-school sessions, as requested by the School.