



MacKillop College Canteen Manager

We are a Catholic Coeducational Secondary College with two campuses, set on approximately 20 hectares of beautiful gardens and playing fields. MacKillop is a college in the Josephite tradition, inspired by the spirit of St Mary of the Cross MacKillop; we invite passionate engagement in lifelong and authentic learning, respect diversity and support every person in the pursuit of excellence.

MacKillop is an innovative learning community offering contemporary facilities, a vibrant curriculum and supportive wellbeing programs that are respectful and responsive to the individual needs of approximately 1,730 students from Years 7-12.

About the role

We are seeking an enthusiastic and experienced food services professional to lead the daily operations of our vibrant College Canteen.

The canteen is an integral part of the college experience, providing students and staff with affordable and delicious food options that support our commitment to good food health and nourishment.

This hands-on role involves overseeing all aspects of canteen operations — including planning, food preparation, stock control, and ensuring full compliance with food safety standards. In addition, the Canteen Manager will coordinate *in-house catering* for College functions and events, providing high-quality, creative and well-presented food offerings.

Leading a small team of staff, the Canteen Manager will foster a positive, inclusive and efficient working environment where teamwork and service are valued. Most importantly, they will demonstrate a genuine interest in working with young people and a commitment to maintaining the highest standard of food safety and hygiene.

This is a permanent, full-time position commencing in January 2026.

Our ideal Candidate will have

- demonstrated experience and qualifications in food safety, handling and hygiene
- the ability to oversee the day-to-day operations and to lead a small canteen team
- demonstrated experience with running smooth, efficient and customer focused services
- excellent experience in preparing and serving food in a kitchen/canteen environment
- ability to manage and monitor stock
- experience with cash handling and operating point of sale systems

Benefits

- our welcoming culture based on Gospel Values
- employee wellbeing programs with an emphasis on emotional support including access to counselling and debriefing
- approachable and accessible College Leadership Team
- sponsored/subsidised learning for completion of higher education qualifications
- future career opportunities with our new K-12 campus opening in Wyndham Vale in 2027
- free onsite parking and gym
- discounted College fees



Application

To apply for this role please visit <https://www.mackillop.vic.edu.au/information/employment/> and obtain an application form and position description. Applications must include:

- MacKillop College application for employment form
- a current Curriculum Vitae
- a covering letter, outlining your suitability for the position

Completed applications can be emailed to employment@mackillop.vic.edu.au

Applications will close **28 November 2025**.

Further information: Please contact Michael Trainor, Director People & Culture on 0439 560 092.

Mackillop College promotes the safety, wellbeing, and inclusion of all students
