



PALO SECO SECONDARY SCHOOL

Siparia-Erin Road, Palo Seco

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ADVERTISEMENT FOR APPLICATION FOR CAFETERIA CONCESSIONAIRE

The Ministry of Education wishes to inform that applications are now open for a CAFETERIA CONCESSIONAIRE at Palo Seco Secondary School.

REQUIREMENTS FOR APPLICATION:

1. Completed Application Form (See attached).
2. Two letters of recommendation from a Principal, Doctor, Dentist, Qualified Chef/Cook, Policeman, Lawyer, Religious Leader or Health Officer or any other reputable referee.
3. Bank Statement
4. Police Certificate of Good Character (Note that if granted the concession Police Certificate for all members of staff will be required before signing of contract)
5. Copy of National Identification Card (Original to be produced at interview)
6. Copy of Valid Food Badge (Original to be produced at interview)
7. Daily Breakfast and Lunch Menus (Nutritional Meals) with Price Listing
8. Beverages List with Price Listing (No soft drinks)
9. Snacks List with Price Listing
10. A written proposal on the cafeteria operations inclusive of:
 - o Cleaning schedule,
 - o Meal preparatory process, indicating if meals will be prepared onsite (in the school's cafeteria) or offsite,
 - o Use of head ties/food nets and gloves,
 - o Quality and type of meals and other products,
 - o Storage of food,
 - o Number of staff members and how they will be deployed,
 - o Training of staff in customer service and dealing with customers of school age,
 - o Appliances and equipment to be supplied,
 - o Work plan must include risk assessments/checks and other planning documents e.g. plan of scheduled meals for each day of a specific week, how operations are to be implemented e.g. roster of staff members for specific duties, plan must en-sure adherence to School and MOE policy and guidelines, plans to ensure readi-ness for reopening at start of each term, etc.

Applications will not be processed unless all documents listed above are submitted

Kindly submit your completed application form with required documents in a sealed envelope labelled "**PALO SECO SECONDARY SCHOOL RE APPLICATION FOR CAFETERIA CONCESSIONAIRE**" at the St. Patrick Education District Office.

Deadline for Applications: Wednesday 16th October 2024.

Shortlisted applicants will be contacted for interview.

