



WE'RE HIRING – CAMP COOK / DOMESTIC


The Shire of Westonia is looking for a Camp Cook/Domestic to join our team and provide catering services for a construction crew based in the Westonia townsite.

If you enjoy cooking hearty, home-style meals and are looking for a rewarding regional opportunity, we'd love to hear from you!

What's on offer?

- ✓ 9–12 month position commencing early August
- ✓ 10/4 or 14/7 roster (to be confirmed)
- ✓ Prepare breakfast, packed lunches and dinner for a crew of approximately 14 people
- ✓ Fully equipped commercial kitchen
- ✓ Additional domestic/cleaning hours available
- ✓ Attractive remuneration package to be negotiated
- ✓ Accommodation available if required

This role would suit someone who is organised, reliable and takes pride in preparing quality meals in a friendly team environment.

 **Interested?** If you would like further information about this position, please contact Jasmine Geier DCEO on (08) 90467063 during normal office hours. If you require information on how to apply, please email admin@westonia.wa.gov.au

To apply, send your resume and cover letter addressing the selection criteria to admin@westonia.wa.gov.au or drop it off at the Shire Administration Building, no later than 4:00pm, Monday 20th July 2026

Come and enjoy the lifestyle that Westonia has to offer while making a real contribution to an important local project.

Bill Price
CHIEF EXECUTIVE OFFICER



POSITION DESCRIPTION

POSITION TITLE:	Camp Cook/ Domestic
DEPARTMENT:	Works & Services – Camp Catering (Contract)
LEVEL:	Not applicable – contract for service
AWARD:	Contract for Services – package to be negotiated
STATUS:	Fixed Term Contract – 9 to 12 months (commencing early August 2026)
LOCATION:	Westonia townsite
REVEIWED:	July 2026

POSITION OBJECTIVES

Objectives of the Position:

To provide high-quality catering and domestic services to a construction crew based in the Westonia townsite, ensuring meals and facilities meet the standards required for a safe, healthy and comfortable work camp.

Skills:

- Commercial cookery and menu planning skills, including catering for large groups
- Sound food preparation, presentation and portion control skills
- Basic domestic/cleaning skills
- Good verbal/written communication skills
- Sound time management and organisational skills, including working split shifts
- Ability to work unsupervised and manage a kitchen budget and stock levels

Knowledge:

- Knowledge of food safety standards and safe food handling practices
- Knowledge of safe working practices and procedures (for self, other workers and public)
- Developing knowledge of Council policies relevant to the work area

Experience:

- Demonstrated experience cooking for large groups, camps or commercial kitchens
- Demonstrated experience in the safe use and care of commercial kitchen equipment
- Experience in domestic cleaning duties desirable

Qualifications and Training:

- Food Safety Supervisor Certificate (or willingness to obtain)
- Current National Police Clearance
- Current First Aid certificate desirable
- Hold current "C" (car) class National motor vehicle driver's licence desirable



POSITION DESCRIPTION

KEY DUTIES AND RESPONSIBILITIES:

- Plan, prepare and serve a sit-down breakfast, packed lunch and sit-down dinner each rostered day for a crew of up to 14
- Work within the anticipated hours of approximately 5.30am to 7.30am and 5.30pm to 7.30pm, plus additional time allocated for food preparation
- Operate and maintain the full commercial kitchen in a safe, clean and efficient manner
- Order, receive and store food supplies, managing stock levels and minimising wastage
- Maintain high standards of food hygiene and comply with relevant food safety legislation
- Undertake domestic/cleaning duties for additional hours where required
- Responsible for materials, tools and equipment used by self
- Responsible for the quality of own work
- Work the agreed roster (10 days on/4 days off or 14 days on/7 days off, to be confirmed) for the duration of the contract
- Any other duties consistent with the level of this position

Occupational Safety and Health:

- There is an obligation to take reasonable care to ensure personal safety and health at work and that of other persons in the workplace
- Comply with the Shire's Workplace Health & Safety Policy and procedures and legislation relevant to role and responsibilities
- Observe safe food handling, kitchen safety and hygiene practices and use personal protective equipment as provided
- Report any hazards, incidents or near misses in accordance with WHS requirements
- Report any issues with kitchen, camp or shire facilities including faults or damage to equipment & buildings

Other Duties:

- All contractors are required to undertake duties as reasonably required to support the camp and construction crew
- Any other duties consistent with the level of this position and the principles of multi-skilling

ORGANISATIONAL RELATIONSHIPS:

Responsible to:

CEO

Supervision of:

Nil

Internal Liaison

Administration Staff



POSITION DESCRIPTION

External Liaison

Construction crew and site supervisor

Food and grocery supplier

EXTENT OF AUTHORITY:

Work within the confines of the contract, Shire policies and procedures, under the general supervision of the CEO

SELECTION CRITERIA:

Essential:

- Commercial cookery skills and experience catering for small to Medium groups
- Sound verbal/written communication skills
- Sound time management and organisational skills
- Knowledge of food safety standards and safe working practices (for self, other workers and public)
- Demonstrated experience in the safe use and care of commercial kitchen equipment
- Current National Police Clearance (or ability to obtain)

Desirable:

- Food Safety Supervisor Certificate
- Current First Aid qualifications
- Experience in domestic/cleaning duties
- Hold current "C" (car) class National motor vehicle driver's licence

TRAINING:

The Shire will support the successful applicant to obtain any food safety or other training required to meet the requirements of this role.

PERFORMANCE MEASUREMENT CRITERIA:

Assessed regularly on the following Key Performance Indicators:

- Quality and standard of meals prepared and served
- Timeliness of meal service in line with the agreed schedule
- Adherence to food safety and safe work practices
- Effectiveness working unsupervised in a remote/regional setting
- Ability to report any damage, maintenance issues or stock shortages observed whilst undertaking duties