

Appointment Title	Cadet Canteen Assistant (Cdt Canteen A)
Alternate Title	Nil.
Tier	PO2/Sgt
Number of Positions	As required.
General Description	The Cadet Canteen Assistant is responsible for the setup, conduct, inventory, and tear down of the corps/squadron canteen.
Reports to	<ul style="list-style-type: none"> Supply Officer (Sup O), or Cadet League Local Committee Treasurer
Responsible for	Nil.

Rank requirements	<ul style="list-style-type: none"> Petty Officer Second Class Sergeant Sergeant
Essential Knowledge, Experience and Qualifications	<input type="checkbox"/> Completed Year 3 training. <input type="checkbox"/> Knowledge of cadet corps/squadron training and routines.
Asset Knowledge and Experience	<input type="checkbox"/> Basic mathematics skills. <input type="checkbox"/> Experience handling money. <input type="checkbox"/> Completed the Cadet Administration and Supply Assistant Course (CASA).

Primary Duties	<input type="checkbox"/> Work in a team environment. <input type="checkbox"/> Interact with staff and stakeholders. <input type="checkbox"/> Run canteen following Sup O or Cadet League Local Committee direction. <input type="checkbox"/> Set-up, conduct of, and tear-down of cadet canteen. <input type="checkbox"/> Report inventory requirements to Sup O or Cadet League Local Committee for replenishment. <input type="checkbox"/> Maintain regular communication with subordinates, peers, and supervisors. <input type="checkbox"/> Maintain control and accounting of canteen funds. <input type="checkbox"/> Train canteen subordinates in canteen operations. <input type="checkbox"/> Review corps/squadron Standard Operating Procedures (SOPs).
Secondary Duties	Nil.
Conditions of Appointment	<ul style="list-style-type: none"> Conducts duties regularly without reminders or significant intervention. A cadet who is one rank lower or one level lower could be considered should no other members be available.