

POSITION DESCRIPTION

Position: Dishwasher
Program: Central Kitchen
Reports to: Kitchen Manager
Status: Non-exempt
Date Prepared: 1/2018

POSITION SUMMARY:

The Dishwasher is responsible for assuring quality service to all program participants in a compassionate and professional manner as it relates to the specific program objectives. The Dishwasher will demonstrate supportive interaction with program participants and team members, and perform all work duties as required. Work is performed in a cost-effective and service-oriented manner as it relates to established organizational standards.

OBJECTIVES/ACTIVITIES:

- A. Responsible for performing daily work requirements to achieve established objectives of the department.
1. Cleaning of dishes, pots, pans, flatware, and kitchen equipment, as well as floors and walls of the kitchen, storeroom, and dining area in an institutional kitchen facility.
 2. Perform duties in a safe and sanitary manner.
 3. Adhere to proper safety procedures for all equipment used in a kitchen.
 4. Perform related duties as assigned.

EQUIVALENT EDUCATION AND EXPERIENCE:

One year of related experience is preferred. This position requires demonstrated ability to communicate and comprehend oral and written instructions and to provide services to clients without ethnic or social prejudices. General knowledge of issues and challenges unique to homelessness, substance abuse, young adults, minorities, and persons with disabilities is preferred. Specific knowledge and experience with the following is highly preferred:

- Sanitation and safety measures pertinent to institutional food service.
- Kitchen sanitation and safety measures used in the operation, cleaning, and care of utensils, equipment, and work areas.
- CPR and First Aid training, and T.B. testing may be required.

SPECIFIC SKILLS REQUIRED:

Teamwork skills
Oral and written communication skills
Ability to assist other people
Organizational skills
Analytical and decision-making ability
Cultural Competency *

*Cultural competence is defined as a set of values, behaviors, attitudes, and practices within a system, organization, program, or among individuals, which enables them to work effectively, cross-culturally. Further, it refers to the ability to honor and respect the beliefs, language, interpersonal styles, and behaviors of individuals and families receiving services, as well as the staff who are providing such services. VOA strives to achieve cultural competence is a dynamic, ongoing, developmental process that

requires a long-term commitment. Our focus on cultural competency includes but is not limited to race, ethnicity, sex, gender, sexual orientation, LBGTO, class, age, ability, religion, and language. Bilingual and translation services are available to clients when deemed necessary. All staff are trained annually on cultural competency.

PHYSICAL REQUIREMENTS:

Lift and move up to 35 pounds
Stand, walk, bend, stoop, and sit frequently
Kneel occasionally

NATURE OF SUPERVISION RECEIVED:

Daily activities are performed with guidance and direction from the Kitchen Manager or designated lead. Must be able to function both independently and in a team environment working towards attainment of operational goals and contract compliance.

SUPERVISION EXERCISED:

This position does not supervise other staff.

RESPONSIBILITIES FOR BUSINESS CONTACTS:

This position requires daily contact with clients, and all levels of staff. The Dishwasher is responsible for promoting company image and adhering to company practices and procedures, while establishing and maintaining good working relationships with all clients and employees. Tact, discretion, and resourcefulness are required at all times.

FINANCIAL RESPONSIBILITY:

Substantial financial loss through loss of business contracts is possible.

NUMBER OF EMPLOYEES:

No employees report to this position.

This Dishwasher job description does not constitute a written or implied contract and may be changed as business needs arise.

Indicate anything that would keep you from meeting the job duties as outlined above.

Employee Signature _____ Date Signed _____