

JOB DESCRIPTION: DINING HALL STAFF

Desired qualifications or Experience: Minimum of high school graduate; previous experience in food service.

Essential functions: Able to perform repetitive tasks, and follow clear directions; able to work long hours in warm weather with consistently positive attitude; enthusiasm, sense of humor, patience, and self-control.

Accountable to: Food Service Supervisors or Manager

Job segments:

1. Before each meal, to place dishes, glasses, utensils, etc. in each dining room, to supervise the children assigned to set the tables and to set the staff tables.
2. To assist in meal preparation as necessary.
3. To assist the cooks in setting up the salad bars and moving heavy pans into the steam tables.
4. During each meal, to assist the children as they pick up food and clean up any spills that occur.
5. Following each meal, to remove all dish racks, food, and trash from each dining room.
6. Following each meal, to sweep the floors of both dining rooms.
7. Following lunch, to mop or use the floor machine on the floors.
8. To keep the area outside the dining hall free from trash.
9. To keep the Dining Hall clean at all times, by wiping counters and shelves, serving areas, etc., as necessary.
10. To do weekly clean-up responsibilities, as assigned.
11. To assist other members of the food service staff in anything necessary to ensure the smooth functioning of the dining hall.

I understand and agree to uphold these responsibilities.

Date

Employee