



SCHOOL NUTRITION PLUS

JOB DESCRIPTION

Job Title: Dishwasher-Storekeeper

Date: July 2016

Department: Catering

O Non-Exempt Full-Time

Job Reports To: Immediate supervision is received from the Kitchen Supervisor or Chef Manager. Directions may also be received from school administrators.

School Nutrition Plus is a school catering and food service consulting business located in Los Angeles, CA. We are an innovative company that assists schools with all aspects of the Child Nutrition Program, from planning menus and catering meals, to directing cafeteria operations at school districts. We run health-focused programming as a signature service.

Job Summary/Objective: The dishwasher-storekeeper is responsible for maintaining cleanliness and sanitation standards for cooking and serving wares, and uses machine and manual cleaning methods. This position is also responsible for the storage and distribution of food supplies as directed by the supervisor and manager.

Essential Functions: Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job.

Job Duties:

- Wash dishes, utensils, and pots.
- Operate dish washing equipment.
- Distribute and store clean pots, dishes and utensils.
- Clean and sanitize production equipment, work surfaces and kitchen according to cleaning schedules and procedures
- Empty trash containers as required.
- Maintain assigned work station in a safe and sanitary condition.

- Maintain acceptable standards of personal hygiene and comply with department dress code.
- Follow safety regulations; report injuries or any unsafe conditions and work practices to the supervisor.
- Attend in-service training and education sessions as assigned.
- Dispose of waste according to the Food Services Operating Procedures, OSHA, the State, and LA County Health Department processes and procedures.
- Unload materials from trucks by hand or with hand operated or motorized equipment.
- Inspect items, as to quality and quantity, against freight documents.
- Unpack incoming goods and wrap and pack outgoing goods.
- Stock materials according to a prescribed inventory system.
- Participate in physical inventories by counting stock.
- Clean work area.
- Perform related duties as assigned.

Competencies & Ability:

- Perform varied delivery duties in the receipt and distribution of food carriers, food stuffs, and supplies
- Perform routine dishwashing work in an institutional setting
- Work rapidly and efficiently in performing job duties
- Work cohesively with peers, supervisors, school personnel, and students
- Work in large groups and crowds
- Apply and maintain standards of cleanliness, sanitation, and personal hygiene
- Demonstrate customer service skills on an ongoing basis
- Cleaning and sanitation methods used in a food service environment
- Proper food storage and inventory control methods

Work Environment: This job operates in a kitchen on school campus. Some catering events may be outside.

Essential Physical Functions:

- Safely lift and carry objects weighing up to 50 pounds
- Stand and walk on concrete and tile floors for long periods of time
- Withstand a wide range of temperatures
- Work in refrigerated areas

Position Type/Expected Hours of Work: This is full-time position. Days and hours of work are Monday through Friday from 6:00 a.m. to 2:30 p.m.

Travel: This position requires travel to some of our client schools in the Greater Los Angeles and Orange County area on a regular basis. No interstate travel or international travel required.

Required Education and Experience:

- Any combination of training, education and experience which demonstrates an ability to perform the duties of the position.
- Read instructions regarding chemicals and information on cases of food and invoices.
- Read, write, and communicate in basic English
- Basic arithmetic (i.e. addition, subtraction, multiplication, and division)
- Customer Service experience
- ServSafe certified or willing to become

Additional Comments: This job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to the role. Duties, responsibilities, and activities may change at any time with or without notice.

STATEMENT OF AT-WILL EMPLOYMENT: Employment at School Nutrition Plus is employment at-will. Employment at-will may be terminated with or without cause and with or without notice at any time by the employee or School Nutrition Plus. Nothing in this job description or in any document or statement shall limit the right to terminate employment at-will. No manager, supervisor, or employee of School Nutrition Plus has any authority to enter into an agreement for employment for any specified period of time or to make an agreement for employment other than at-will. Only the President of School Nutrition Plus has the authority to make any such agreement and then only in writing.