



Job Description

DISHWASHER

Department:	FOOD AND BEVERAGE	FLSA Status:	HOURLY NON-EXEMPT
Reports To:	EXECUTIVE CHEF	Effective Date:	JANUARY 1, 2018

Job Title: DISHWASHER

SUMMARY

This position operates the dishwashing machine to properly clean all dishes, glassware, flatware and all cooking utensils used in the kitchens, restaurants and banquets. Re-stocks all supplies in the proper storage areas. General kitchen cleaning duties including the cleaning and mopping of kitchen floors, walk-ins and freezers, as well as managing trash, bottle and recycling removal. This position represents the Restaurant and Hotel in maintaining existing business relationships and works directly with all hotel departments in coordinating groups, events, hotel food and beverage service in all outlets.

ESSENTIAL JOB FUNCTIONS

The position requires the ability to perform the following essential job functions, with or without reasonable accommodation:

- Sort and rinse dirty dishes, glass, tableware and other cooking utensils and place them in racks to send through dish machine.
- Sort and stack clean dishes. Carry clean dishes to cook's line and other proper storage areas. Rewash soiled dishes before delivering.
- Change dishwater in dish machine every hour.
- Wash pots, pans and trays by hand.
- Remove trash and garbage to dumpster.
- Set up or break down dishwashing area.
- Clean and roll/unroll mats.
- Fill/empty soak tubs with cleaning/sanitizing solutions.
- Sweep/mop floors.
- Assemble/disassemble dish machine.
- Sweep up trash around exterior of hotel and garbage dumpster.
- Conduct general kitchen/restaurant/banquet and restroom cleaning as directed.
- Wipe up any spills to ensure kitchen floors remain dry.
- Notify manager any time dish machine wash or rinse cycle falls below safety standard temperatures.
- Do not touch dirty dishes before touching clean dishes without washing hands first.
- Performs scheduled general cleaning duties to stay in compliance with the Health department.
- Puts away food stock, and dry goods in their proper location, rotating "first in", and "first out" as

directed.

- Manages the proper storage and rotation of garbage, cardboard bailing, bottle crushing, recycling and composting to keep the garbage and recycling room's clean and organized.
- Other duties as assigned by management.

HOURS AND ATTENDANCE

- Up to 40 hours per week with varied and flexible shifts/days, likely to include nights, weekends, holidays and occasional overtime.
- Regular attendance in conformance with the standards, which may be established by the hotel from time to time, is essential to the successful performance of this position. Team members with irregular attendance will be subject to disciplinary action, up to and including termination of employment.

MARGINAL OR SUPPORTIVE FUNCTIONS

In addition to performance of the essential function, this position may be required to perform a combination of the following supportive functions, with the percentage of time performing each function to be solely determined by the supervisor based upon the requirements of the hotel.

- Perform general/routine cleaning tasks using standard hotel cleaning products as assigned by supervisor to adhere to health standards.
- Perform other duties as requested, such as cleaning up unexpected spills or executing special guest requests.
- Perform other duties.
- Projects a favorable image of Northwest x Southern Hospitality and the Hotel.

PHYSICAL AND MENTAL DEMANDS OF POSITION, INCLUDING ENVIRONMENT

The individual holding this position must be able to explain and demonstrate that he or she can perform the essential functions of the job, with or without reasonable accommodation, using some other combination of skills and abilities:

- Sufficient manual dexterity of hand to load and unload the dishwasher, handle all sorts of kitchen equipment, knives, slicing blades, etc.
- Ability to transport large tubs weighing up to 40 lbs. through a kitchen environment.
- Ability to work, stand and work in confined spaces for long periods of time.
- Ability to perform duties within extreme temperature ranges.
- This job operates in a kitchen environment, housed with equipment such as an oven, stove, dishwasher, slicer, coffee machine, steamer, mixer and chef's knives. The team member is frequently exposed to heat, steam, fire and noise.
- This position is occasionally required to sit, stand, reach, lift, bend, kneel, stoop, climb, push and pull items weighing 50 pounds or less. The position requires manual dexterity; auditory and visual skills; and the ability to follow written and oral instructions and procedures.
- OSHA laws require the use of Personal Protective Equipment (PPE) when performing work duties that have the potential of risk to your health or safety.
- Normal routine involves no exposure to blood, body fluid or tissue, but exposure or potential for exposure may occur.

KNOWLEDGE AND CRITICAL SKILLS

The individual holding this position must possess the following knowledge, skills and abilities:
some other combination of skills and abilities.

- Must have a comprehensive knowledge of food and beverage preparation and service standards, guest relations and etiquette.
- Hospitality experience preferred.
- Proof of authorization/eligibility to work in the United States.
- High School Diploma or equivalent.
- Ability to listen effectively and to speak English clearly to communicate with customers and team members.
- Licenses or Certificates-Ability to obtain any government-required licenses or certificates. For example: Washington Health Card; Oregon Liquor Service Permit, Alcohol Service Certification, Food Handlers Permit, etc.
- All team members must maintain a neat, clean and well-groomed appearance (specific standards available).

Upon employment, all team members are required to fully comply with the Hotel's rules and regulations for the safe and efficient operation of Hotel facilities. Team Members who violate Hotel rules and regulations may be subject to disciplinary action, up to and including termination of employment.

This job description is not intended to detail every aspect of your job or list every task you may perform. It is provided as a general overview of the responsibilities and skills required to do this job successfully.

I have read and reviewed this job description with my immediate supervisor and fully understand the terms set forth:

TEAM MEMBER SIGNATURE

DATE