



## **JOB OPENING ANNOUNCEMENT**

**JOB TITLE:** Dishwasher/Kitchen Cleaning Assistant, Full-Time  
**DATE POSTED:** 5/8/2017  
**DATE CLOSES:** 5/31/2017  
**DEPARTMENT TEAM:** Food Services  
**HOURS:** 32-40 hrs/wk, 3:30 – Midnight Shift, 5 days a week (Sat-Wed to start)  
**STATUS:** Full-time; non-exempt; benefit eligible  
**WAGE:** Level 1; \$11.00 - \$13.75 Entry Level, DOE/DOQ

### **JOB SUMMARY:**

This position has specific hours required: 3:30-Midnight, Saturday – Wednesday. The Dishwasher/Kitchen Cleaning Assistant washes and sanitizes dishes and maintains the cleanliness and safety of the kitchen. S/he assists in basic food preparation and helps with customer service as requested. This position contributes to team safety and productivity.

### **Essential Functions/Responsibilities:**

Keep kitchen and deli work area clean, organized and safe. Clean and sanitize dishes according to health safety standards. Clean counters, appliances, walls, floors and sinks. Dispose of trash and compost, recycle when appropriate; break down boxes. Follow all safety precautions in using equipment and tools. Keep work equipment, including dishwasher, stove, oven, hood, and grease trap clean. Immediately report safety and/or equipment/maintenance issues to Food Services Manager or PIC. Keep kitchen & deli areas safe by responding promptly to emergencies or potential safety hazards such as spills, broken glass; sweep or mop up spills immediately. Assist food preparation staff and deli team as needed. Perform deep cleaning duties as scheduled. Receive product deliveries, verifying quality, price, and quantity. Sign, date, and note discrepancies and/or damage to ensure appropriate follow up and/or credit. Know and adhere to store policies and procedures. Assists with training of new staff as needed. Attend/participate in all Food Services Team meetings and storewide All Staff meetings and training sessions.

### **Minimum Requirements:**

**Education:** HS diploma or equivalent.  
Valid Food Worker Card issued in WA, or acquire within 2 weeks of hire.  
**Experience:** 6 months relevant experience in kitchen, restaurant, deli, grocery, or retail environment preferred.

### **Qualifications (knowledge, skills, and abilities):**

- Requires scheduling flexibility to work a variable schedule, including evenings, weekends and holidays.
- Ability to prioritize, multi-task, coordinate work with others and work effectively in a team environment.

### **Physical Requirements:**

- Ability to lift & move up to 25 pounds regularly and up to 50 pounds occasionally.
- Ability to stand, walk, bend, climb and reach during majority of shift, up to 8 hours.
- Ability to work with water, soaps and sanitizers for up to 8 hour shift.
- Ability to work in a frequently noisy environment.

**Application Procedure:** Use the fillable PDF application from our website – please carefully follow directions posted there ([www.foodcoop.coop](http://www.foodcoop.coop)), OR, pick up an application at the Member Services Desk of the Co-op. Return completed application to the Member Services Desk at the Co-op, OR email to [hr@foodcoop.coop](mailto:hr@foodcoop.coop), OR mail application to: The Food Co-op, Human Resources Department, 414 Kearney Street, Port Townsend, WA. 98368. **Questions?** Contact Human Resources: Julie Donah at 360-385-2831, ext. 301, or Cara Leckenby at ext. 314.