

COLLEGE WORK STUDY JOB DESCRIPTION

NAME OF DEPARTMENT: Pioneer College Catering

PURPOSE OF JOB: Bar Tend/Clean Up (Deli/Salad/Dessert)

DUTIES AND RESPONSIBILITIES: Aprons and hats will be provided and must be worn by all student employees at all times. Be in uniform and ready to start work before you clock in. Wash hands before starting work.

- 1) Please remember to be courteous to the students on the other side of the serving line. Keep in mind that just like any other eating establishment, they pay for our service.
- 3) Keep the serving line clean and full at all times. Change pans before they are empty.
- 4) Be sure to inform the cooks any time you take anything out of the warmer. Communication is important to ensure that we don't run out of food.
- 5) During slow periods keep the line clean. Replenish trays and silverware.
- 6) Depending upon traffic flow, you may be transferred to another area of the kitchen.

Clean-Up Procedures

- Clean salad and deli bar inside and out
- Refill napkins, bowls, plates, crackers and silverware
- Bulk desserts and leftovers properly stored
- Cake carts empty, cleaned and stored
- Coolers cleaned and organized
- All worktables cleaned
- Floors in salad area swept and mopped
- Clean tray slides and sneeze guard
- Clean sandwich smasher, griddles and hot dog machine
- Clean soup and special condiment stations
- Turn heat lamp off
- Clean and refill steam well
- Polish stainless steel

Please check with manager before clocking out!

Safety Guidelines

Observing safety rules is an important part of each job in the kitchen. Please observe all safety posters and guidelines. Material Safety Data Sheets (MSDS) are available for all chemicals used in the kitchen. Please familiarize yourself with their location. Safety in the work place is the responsibility of everyone.

Job Qualifications

1. Ability to recognize and maintain the highest standards with regards to appearance and flavor of food served.
2. Completion of the Pioneer College Caterers Sanitation Training Program (Servsafe).
3. Maintain a clean and well organized working environment