



DESERT HIGHLANDS

Job Description

Job Title: Steward/Dishwasher
Reports To: Executive Chef/Sous Chef
Revised: September 2013

Department: Food and Beverage
FLSA Status: Non-Exempt

Primary Purpose:

Ensures a clean and workable kitchen area at all times by scraping food from dirty dishes, pots, pans, plates, glasses, flatware, service ware and miscellaneous items and washing them by hand and/or the dishwashing machine.

Essential Functions:

1. Report to work in uniform at posted scheduled times.
2. Properly use and care of dishwashing machine.
3. Ensures a clean and workable kitchen area at all times.
4. Perform general janitorial cleaning, such as sweeping and mopping floors, washing worktables, walls, refrigerators and meat blocks.
5. Re-stock cooks; line and dining room service areas with clean dishes, glasses and silverware.
6. Segregate and remove trash and garbage and place it in designated containers.
7. Steam-clean or hose-out garbage cans.
8. Remove and break down any boxes from kitchen and keep loading dock and dumpster area clean.
9. Keep bus tubs emptied and cleaned, stored in their appropriate locations.
10. Polish silverware, service ware, and chafing dishes.
11. Properly store all cleaning supplies and equipment, i.e., mops, buckets, cleaning chemicals, etc.
12. Transfer supplies and equipment between storage and work areas by hand or use of a hand truck.
13. Follow all safety procedures at all times.
14. Assist prep cook as assigned, prepping or putting away stock.
15. Perform any other duties specified by manager or supervisor.
16. Be able to change from accustomed shift to meet business demands.
17. Must be able to work holidays, weekends and overtime as needed.
18. Perform other duties as assigned.

Required Qualifications:

- Three months related experience and/or training; or equivalent combination of education and experience. Knowledge of commercial dish washing preferred. Must become familiar with and work with all kitchen equipment and machinery.
- Present a positive, professional image.
- Must be self-motivated and customer service oriented.
- Reliable and predictable attendance.
- Ability to develop and maintain awareness of occupational hazards and safety precautions; skilled in following safety practices and recognizing hazards.

Physical Demands & Work Environment:

- Position is in busy, non-smoking clubhouse/restaurant in a private residential community in N. Scottsdale.
- Must be able to frequently sit, stand, bend, use hands to finger, handle, or feel; and talk or hear, stoop, kneel, crouch, crawl, work with sharp knives and other objects, and walk.
- Ability to lift up to 50 lbs., and to lift overhead and push/pull, move lighter objects.
- While performing the duties of this job, the employee is regularly exposed to wet and/or humid conditions, moving mechanical parts, toxic or caustic chemicals, extreme cold, and extreme heat.
- The employee is occasionally exposed to fumes or airborne particles and risk of electrical shock.
- The noise level in the work environment is usually loud.

This job description serves as a general overview of the job duties that this position requires. I acknowledge all of the duties that my job entails and that I may be assigned others at the discretion of the Desert Highlands Management. I do understand that although these are my direct responsibilities, I am a team player and will help others.

Employee Printed Name

Employee Signature

Date