

WC Workshop, Inc.
Job Description

Job Title: Kitchen Night Cleaner
Department: Food Service
Reports To: Night Cleaning Supervisor
FLSA Status: Non-exempt
Prepared Date: July 2012

Summary: Maintains kitchen work areas and restaurant equipment in clean and orderly condition by performing the following duties.

Essential Functions of the Job

- Washes, cleans and sanitizes all kitchen equipment including hotboxes, steam kettles, tilt skillets, steamers and ovens; cleans stove hoods.
- Sweeps and mops floors.
- Cleans outside smoker inside and out.
- Sprays and wipes push carts and speed racks.
- Empties and boils out fryers.
- Sweeps and pressure washes back dock.
- Washes and sanitizes sinks, worktables, walls, ceilings and vents.
- Empties and cleans floor drains.
- Empties grease buckets inside and out.
- Removes boxes, trash and garbage and places it in designated containers.
- Steam cleans or hoses out garbage cans.
- Sweeps and mops walk-in coolers, washes and sanitizes doors and handles.
- Other duties as assigned.

Supervisory Responsibilities

This job has no supervisory responsibilities.

Competencies

To perform the job successfully, an individual should demonstrate the following competencies:

- Quantity - Completes work in timely manner; works quickly.
- Safety and Security - Observes safety and security procedures; reports potentially unsafe conditions; uses equipment and materials properly.
- Attendance/Punctuality - Is consistently at work when scheduled and on time.
- Dependability - Follows instructions, responds to management direction.

Qualifications:

The requirements listed below are representative of the knowledge, skill, and/or ability required. Some computer skills, excellent telephone skills, and familiar with kitchen and cleaning equipment equipment. Knowledge of Retail Pro or other inventory management software preferred. In addition, must have a working knowledge of OSHA safety.

ALL PERSONNEL ARE AT WILL EMPLOYEES

Education and/or Experience:

High school education or equivalent required. Experience in kitchen sanitation preferred. Must have a food handler's card from Raleigh County Health Department within 30 days of hire.

Language Skills:

Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.

Reasoning Ability:

Ability to apply common sense understanding to carry out simple one or two-step instructions. Ability to deal with standardized situations with only occasional variables.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is regularly required to stand. The employee is frequently required to walk; reach with hands and arms and stoop, kneel, crouch, or crawl. The employee is occasionally required to climb or balance. The employee must occasionally lift and/or move up to 50 pounds. On occasions may be required to lift up to 75 pounds.

Work Environment:

The work environment is in the kitchen and food service areas of the Caperton Center. The characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

While performing the duties of this Job, the employee is frequently exposed to toxic or caustic chemicals. The employee is occasionally exposed to fumes or airborne particles. The noise level in the work environment is usually quiet.

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