Position Description

Position Title: Dining Hall Assistant
Department: Pioneer College Caterers
Position Code: 10532
Date Prepared: 7/31/15
FLSA Status: ☑ Exempt ☒ Non-Exempt
Full Time: Yes ☐ No ☑

JOB SUMMARY:
The responsibility of the assistant is to ensure a smooth experience for our dining patrons.

ESSENTIAL JOB FUNCTIONS:
The employee in this position will have the following essential job functions:
- Assist in prepping food on the grill, in the rotisserie or at the salad bar or sub zone
- Handle transactions from the register
- Maintain appearance of the dining hall
- Clean dishes
- Sweep and mop floors

Performs other duties as may be assigned by supervisor.

EDUCATION:
The person in this position should have completed some basic schooling.

EXPERIENCE:
The person in this position should have some customer service experience.

SUPERVISION:
The person in this position will supervise no one.

The person in this position will report to the Service Manager.

WORK ENVIRONMENT:
The person in this position will work in a kitchen environment; standing for long periods of time will be required. Must be able to lift up to 25 lbs.

EQUIPMENT:
The person in this position will use the following equipment: slicing equipment will be used on occasion as well as cleaning equipment.