

JOB DESCRIPTION

Job Title:	Kitchen Steward
Department:	Operations
Reports to:	Chef
Summary:	The Kitchen Steward will play a crucial role in maintaining a clean and organized kitchen environment, ensuring that all dinnerware, glassware, utensils, and kitchen equipment are cleaned, sanitized, and stored properly. The Kitchen Steward will contribute to the overall efficiency and cleanliness of the school's food services operations.
Values:	The Kitchen Steward should have values such as reliability, attention to detail, hygiene, teamwork, physical stamina, good communication, adaptability, initiative, respect, commitment to safety, a positive attitude, and resourcefulness. These values are vital for maintaining a clean, safe, and efficient kitchen environment while working harmoniously with the kitchen staff.
Duties & responsibilities: <i>*but not limited to</i>	<ul style="list-style-type: none"> • Dishwashing <ul style="list-style-type: none"> ○ Operate commercial dishwashing equipment to clean dishes, glassware, and utensils. ○ Ensure all items are cleaned thoroughly and sanitized. ○ Monitor the dishwashing process to maintain a constant supply of clean dishes for the kitchen staff. • Kitchen Support <ul style="list-style-type: none"> ○ Assist kitchen staff in basic food preparation tasks as needed. ○ Maintain a clean and organized kitchen work area. ○ Empty trash bins and ensure proper disposal of kitchen waste. • Inventory Control <ul style="list-style-type: none"> ○ Keep track of inventory related to dishwashing supplies, such as detergents and sanitizers

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Note The job description is not intended to be an exhaustive list of all duties, responsibilities or qualifications associated with the job. Other duties may be assigned.*



	<ul style="list-style-type: none"> ○ Report any shortages or maintenance issues to the Chef. • Adherence to Safety and Hygiene Standards <ul style="list-style-type: none"> ○ Follow all food safety and sanitation guidelines to ensure the highest levels of hygiene and cleanliness. ○ Use proper handling and storage techniques for all kitchen equipment. • Communication <ul style="list-style-type: none"> ○ Collaborate with the kitchen staff to ensure a smooth flow of dishes and utensils. ○ Communicate any maintenance or repair needs for dishwashing equipment.
Requirements: <i>*The ideal candidate for this role will have the following personal skills, experience, and qualifications</i>	<u>Personal Skills:</u> <ul style="list-style-type: none"> • Excellent attention to detail and organizational skills. • Good communication skills and a positive attitude. • Physical stamina to stand for extended periods and lift heavy dish racks. • Reliability • Adaptability <u>Experience:</u> <ul style="list-style-type: none"> • Previous experience as a Kitchen Steward/Dishwasher or in a similar role is preferred but not required. • Basic knowledge of food safety and hygiene standards. • Ability to operate commercial dishwashing equipment.
Confidentiality:	<p>To discuss any concerns and issues with school management. To be mindful of what information you send out on social media regarding the school, management and school policies and procedures. To understand that staff and children's data and information is confidential and not to be discussed outside of school. Your contract can be terminated should you breach this confidentiality clause.</p>

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