GHOST RANCH

Position Description

Position Title: Dishwasher/Kitchen Helper: Department: Kitchen Abiquiu

Reports To: Food Service Mgr/Superv. Grade: N/A

Status: Non-Exempt Start Date: 06.10.13

Basic Purpose (Job Purpose):

- Wash Dishes
- Help in kitchen

Supervisory Responsibilities: None

Essential Duties and Responsibilities:

- Wash dishes by hand or machine
- Sweep and mop dining room and kitchen
- Take out all trash
- Check juices, coffee, milk, water and ice machines
- Help unload truck and stock supplies
- Cut, peel and wash vegetables
- Help with salad and salad bar

Other Duties and Responsibilities:

- Other duties as assigned

Required Skill and Qualifications:

Education/Knowledge-

Experience- Training will be on the job

Skills & Qualities- Ability to work well with others and be hospitable with guests

Work Schedule- Flexibility required. Schedule is based on need

Working Conditions- Must have ability to stand for long hours, and to tolerate high and low temperatures.

Required License/Certification: See education requirement above

The above position description has been reviewed, and its content is believed to be complete and accurate. Ghost Ranch Education & Retreat Center, as an employer, retains the discretion to add or change the functions, responsibilities and/or qualifications for this position at any time.

This position description does not create an employment contract, implied or otherwise, other than an “at will” employment relationship. This description is intended to describe the general nature and level of work being performed by people assigned to this job. This is not intended to be construed as an exhaustive list of all responsibilities, duties, skill, knowledge, and abilities required of job incumbents. Further, the description is not intended to limit or in any way modify the right of any supervisor to assign, direct, or control the work of employees under his/her supervision.