

JOB DESCRIPTION

CALIFORNIA PIZZA KITCHEN

JOB TITLE: Dishwasher
ACCOUNTABILITY: Management Team
FLSA STATUS: Non-exempt

EXPERIENCE REQUIREMENTS: No prior experience required.

LANGUAGE, MATH AND REASONING ABILITIES: Ability to speak clearly and listen attentively to other employees and managers. Ability to follow written and verbal instructions and implement the same. Ability to apply common sense understanding to carry out instructions furnished in written or oral form.

WORK ENVIRONMENT: While performing the duties of this job the employee is frequently exposed to wet floors, noise and temperature extremes.

PHYSICAL DEMANDS: Ability to stand and/or walk for up to 10 hours a day. Reach with hands and arms, talk and hear. The employee is occasionally required to stoop or kneel, lift pots, pans etc. up to 60 lbs. in weight and perform other diverse physical tasks as needed. The vision requirements include: close vision, distance vision, peripheral vision, depth perception and ability to adjust focus.

OVERALL RESPONSIBILITIES: Include the following but other duties may be assigned.

- ★ Follow exact dishwashing procedures and techniques as outlined by current CPK Policy at all times.
- ★ Cooperate with other employees by bringing properly cleaned items to the appropriate area for use.
- ★ Maintain dish-machine in clean, working order.
- ★ Maintain dish-room in clean, sanitary manner including walls, floors and drains.
- ★ Perform in-store janitorial cleaning as directed by Kitchen Manager (if applicable).
- ★ Assist Kitchen Manager with the receiving of deliveries and maintain proper storage and rotation of product.
- ★ Work in clean, sanitary manner keeping area clean during shift and thoroughly cleaned and organized for next shift, including storerooms, walk-in refrigerators and freezers.
- ★ Work closely with store management and other employees to create a Team Concept.
- ★ Be properly dressed in uniform with name tag and pins, and maintain a clean, professional appearance throughout shift.

SPECIFIC RESPONSIBILITIES: Include the following but other duties may be assigned.

Training

- ★ Help train new employees and managers using up-to-date policies and procedures.
- ★ Practice and teach safe/sanitary handling of cutting boards, counter tops, knives, and equipment.
- ★ Practice and teach safe handling of cleaning chemicals.
- ★ Promote the R.O.C.K. and C.A.R.E philosophy.
- ★ Attend all meetings and classes (portion, knife safety/sanitation, etc.) as directed by Kitchen Manager.
- ★ Work with Kitchen Manager to complete Certification Program.

Shift Duties

- ★ Check dish-machine to be certain it is in proper working order, and verify cleaning chemical levels.
- ★ Attend pre-shifts.
- ★ Wash all dishes, glassware, pots, pans, implements and utensils in a timely manner. Be certain that flatware is placed in pre-soak solution and is separated before washing and wash according to sanitary procedures. Be sure to separate pizza knives from other utensils.
- ★ Change water in dish machine frequently during shift after busy periods, and before leaving day shift.
- ★ Remove labels from food containers before washing. Stack all containers upside down and do not stack until they have air dried to prevent bacteria growth.
- ★ Empty trash cans into dumpster as needed during the day and reline with garbage can liners.
- ★ Keep floors in back of house swept, mopped and dry during the day. Keep floor in dish room clean, mopped and dry. Do not allow excessive water to accumulate.
- ★ Keep all walls, vents and light protectors clean and dusted.
- ★ Keep walk-in, freezer, storerooms, employee restrooms and changing rooms clean and organized. Practice "clean as you go".
- ★ Perform station opening/closing and sidework duties each shift, and check out with manager.

Communication

- ★ Encourage and praise trainees for good performance.
- ★ Be patient with trainees' questions and different levels of experience.
- ★ Be aware of posted information from previous pre-shifts and follow through accordingly.
- ★ Notify the manager of any problems with equipment that would affect the supply of necessary items for service.
- ★ Notify the manager of any breakage or shortages of flatware, glassware or china.

Leadership

- ★ Demonstrate leadership by displaying your job expertise, flexibility, positive attitude, initiative, organization, communication skills and enthusiasm.