

**Job Description\***

**Job Title** Café Food Runner/Steward

**Department** Food and Beverage

**Reports To** Restaurant Manager/Assistant Restaurant Manager

**FLSA Status** Non-Exempt

**JOB SUMMARY**

Takes hot food produced by kitchen to guests in dining area, helps maintain cleanliness and organization of kitchen and dining areas, assists with dishwashing as needed, and other areas as assigned by performing the following duties.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

1. Uses proper portioning techniques to insure profitability.
2. Wears gloves when handling all ready-to-eat foods.
3. Follows all Health Department regulations and guidelines.
4. Transports prepared foods from kitchen to guests.
5. Assists with dishwashing as needed.
6. Maintains cleanliness and organization of back prep kitchen, walk-in, freezer, and all dry storage areas.
7. Maintains cleanliness of dining areas.
8. Makes sauces and dressings.
9. Assists with stocking of products as needed.
10. Uses proper labeling and dating of all products.
11. Rotates products using first-in, first-out technique.
12. Responsible for regulatory compliance in assigned areas of responsibility.
13. Observes workers and patrons to ensure compliance with OSHA standards and regulations.
14. Performs other duties as deemed necessary.

**QUALIFICATION REQUIREMENTS**

1. High school diploma or (G.E.D) equivalent required
2. Six months of fast food service or restaurant service experience
3. Knowledge of customer service, cashiering or cash handling related experience preferred
4. Class II gaming license issued from the Port Gamble S’Klallam Gaming Commission
5. Current Washington Food Handlers Permit

**PHYSICAL REQUIREMENTS**

1. Frequently exerting up to fifty pounds of force and/or a negligible amount of force to lift, carry, push, pull, or otherwise move objects, including the human body.
2. Involves heavy lifting. Exerting up to 25 pounds of force.
3. Frequently involves standing for sustained periods of time.
4. Occasionally requires crouching.
5. Often requires walking or moving about to accomplish tasks.
6. Constantly requires working with fingers rather than with the whole hand or arm.
7. Constantly requires the ability to receive detailed information through oral communication, and to make fine discrimination in sound.
8. Constantly requires verbally expressing or exchanging ideas or important instructions accurately, loudly, or quickly.
9. Occasionally requires stooping which entails the use of the lower extremities and back muscles.
10. Occasionally requires reaching by extending the hand(s) and arm(s) in any direction.
11. Occasionally requires raising objects from a lower to a higher position or moving objects horizontally.
12. Constantly requires repetitive movement of the wrists, hands, and/or fingers.
13. Requires clear vision at 20 inches or less, the ability to identify and distinguish color and to adjust focus.

**TYPICAL ENVIRONMENTAL CONDITIONS**

The worker is frequently subject to inside environmental conditions, which provide protection from weather conditions but not necessarily from temperature changes, and is occasionally subject to outside environmental conditions. The inside environment is often loud and stimulating. There is smoking permitted inside the casino facility

**TRAVEL REQUIREMENTS**

May be required for some positions

**ACKNOWLEDGEMENT STATEMENT**

NKDC and its entities are “at will” companies. This means that the employee or the Company may terminate employment at any time and or any reason. Management has the exclusive right to alter this job description at any time without notice. The document is not intended to exclude modifications consistent with providing reasonable accommodation for a disability, not is it intended to be an employment agreement or contract.

By signing below, both employee and supervisor acknowledge that this Job Description will provide the basis for general duties and responsibilities related to the job, and associated evaluations thereof.

Employee Signature Date

Employee Name (Please Print)

Supervisor Signature Date

Supervisor Name (Please Print)

*NKDC and its entities are committed to having a drug and alcohol free work environment.*