



Oahu Care Facility ***JOB DESCRIPTION***

POSITION: FOOD SERVICE WORKER

STATUS: Non-exempt
Various shifts (day, evening, night)
Full-Time, 8 hours/shift; 40 hours/week (1.0 FTE)
Part-Time, 8 hours/shift; 32 hours/week (0.8), 24 hours/week (0.6),
16 hours/week (0.4), 8 hours/week (0.2)
Casual, Call-in

REPORTS TO: LEAD COOK/COOK

POSITION SUMMARY:

Performs variety of transport, sanitizing, storing, delivering, custodial, and service functions for Food Service department in long-term care setting. Delivers and assists in serving meals and snacks in timely manner in accordance with department procedures and food safety code. Ensures all food service equipment is properly sanitized and stored to prevent cross contamination. Follow all safe food service practices and precautions in all functions of assigned duties in accordance with all federal regulations and state standards.

WORKING CONDITIONS:

Exposed to various elements as heat, moisture, humidity, fumes, chemicals, water and odors. Subject to sudden temperature changes when entering refrigerator/freezer, cuts, burns, slips, and falls. May be exposed to infectious waste and hostile and emotionally upset resident or family member.

EQUIPMENT USE:

Frequent use of institutional ware washing equipment and other related food service and sanitation equipment.

WORK HOURS:

Varies per status. Eight (8) hour shifts, weekdays, weekends, and holidays according to unit staffing needs. Overtime may be required, as well as rotation on weekends and other shifts as necessary.

MENTAL DEMANDS:

Duties require attention to detail, alertness, problem solving, timeliness, sound judgment, and planning and organizational skills. Should have an eye for food appeal. Frequently work under time pressure and changes in work assignments, days off and/or time of work. Subject to frequent interruptions. Requires concentration and accuracy when working tray line. Have ability to concentrate in a noisy environment and to learn quickly.

PHYSICAL DEMANDS:

Must be able to lift up to 50 pounds with frequent lifting and/or carrying of objects weighing up to 25 pounds. May push up to 150 pounds. Involves constant standing, walking, reaching, precision handling, feeling, seeing, and bending. Must possess hearing senses to hear equipment sounds and malfunctions. Must possess sight and color senses for food presentation, reading diet cards, and nourishment slips. Must be able to smell to determine quality or spoilage.

COMMUNICATION DEMANDS:

Requires reading, frequent listening, accurately interpreting, clearly speaking, and some writing. May need to give direction/instructions to residents/staff/visitors as requested for. Must be able to relate information concerning problems with residents to supervisor or nursing staff. Must be able to read diet cards. Must be able to read, write, and understand English.

QUALIFICATIONS / REQUIREMENTS:

- Experience in health care or nursing facility food service highly preferred.
- Understanding of basic food safety and sanitation procedures and precautions.
- Able to read, speak, and write English.
- Ability to recognize and respond to signs and symbols.
- Ability to speak clearly and distinctly.



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- Able to follow verbal and written instructions.
- Valid Hawaii Age Certificate (eCL-3) required.

A. SPECIFIC JOB DUTIES AND FUNCTIONS:

1. Accurately serves meals that are palatable and appetizing in appearance and in accordance with established standards diet restrictions.
2. Transport food cart/supplies to appropriate floors, assisting distribution of meals as needed.
3. Assists in keeping resident dining room kitchenette areas clean, neat, and free from debris.
4. Accurately records dining room refrigerator temperatures as required, reporting any discrepancy immediately.
5. Assists in keeping dining room refrigerators clean and free of unauthorized or undated foods.
6. Provide service/assistance to other departments as necessary within scope of responsibilities.
7. Clean, sanitize, and store food service equipment according to established standards.
8. Ensure Food Service department maintained in clean and safe manner by assuring necessary equipment is sanitized daily as scheduled.
9. Keeps work area clean and free from debris, ensuring all trash is emptied in a timely manner.
10. Maintains dishwashing machinery properly at beginning and end of each shift, and between each meal; reporting any damage and/or malfunctions to Lead Cook or Food Service Director.
11. Consistently and accurately logs dish machine temperatures as required, reporting immediately any discrepancy in compliance.
12. Assist in storing deliveries and distribute supplies to appropriate storage areas.
13. Follow safety regulations, sanitation procedures, and established Infection Control and Universal Precaution Procedures when performing daily tasks.

B. OTHER JOB FUNCTIONS AND DUTIES:

1. Attends and participates in meetings and committees as requested.
2. Performs other duties as required.

Acknowledged: _____ Date: _____
PRINT NAME/ SIGNATURE