



## DISHWASHING ASSISTANT-CASUAL-TIGER COOLER

### *Campus Dining*

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#### **POSITION SUMMARY**

Reporting to the Sanitation Supervising Technician, will work in a team setting of Campus Dining sanitation staff to perform manual and machine ware-washing of service and preparation equipment. Sorts and removes trash, compostables and recyclables. Sweeps, mops and maintains floors and baseboards. Cleans and maintains walls, ceilings, fixtures and equipment. Assists in ensuring that health code regulations are strictly followed.

#### **SUMMARY OF DUTIES, RESPONSIBILITIES AND GOALS**

- Properly washes, rinses and sanitizes all dishes, utensils and food storage and preparation equipment. Returns completed items to appropriate locations.
- Maintains waste management processes throughout kitchen, servery, dining hall and outside areas. Collects, sorts and properly situates trash, compostable and recyclables for Campus collection.
- Cleans and maintains sanitary floors, walls, ceiling and storage equipment throughout facilities.
- Applies and maintains proper Los Angeles County Health Department procedures for cleaning and sanitizing equipment and facilities. Assists with maintaining a 100% health code rating.
- Ensures staff, guest, food, equipment and facility safety at all times. Performs all duties in a safe manner. Provides assistance needed to identify and prevent hazards. Uses proper safety signs and equipment.
- Adheres to manufacturer's proper chemical and cleaning supplies usage and storage requirements. Handles only chemicals trained to use.
- Assists in prevention of losses, breakage & shortages of equipment and furnishings throughout the facilities/Campus.
- Provides customer service. Assists customers with questions, problems and requests. Informs management of problems.
- Supports and assists with major campus-wide events as needed.
- Participates in a positive and cooperative work environment. Assists other team members as needed.

#### **QUALIFICATIONS**

- Ability to learn and retain the required job skills for service and sanitation.
- Able to work with speed and efficiency following proper sanitation guidelines, and have basic knowledge of how to use cleaning tools and equipment.
- Able to lift at least 50 pounds and be able to tolerate the physical requirements of extended walking, standing, bending, stretching and repetitive motion.
- Able to work effectively within a diverse community of students, employees, staff and others.
- Able to understand instructions and communicate verbally in English.
- Prior dishwashing experience desirable.

## **APPLICATION INSTRUCTIONS**

Please submit a resume and cover letter explaining how your qualifications meet the requirements of the position to [resumes@oxy.edu](mailto:resumes@oxy.edu).

## **ADDITIONAL INFORMATION**

Occidental is an Equal Opportunity Employer and does not unlawfully discriminate against employees or applicants on the basis of race, color, religion, sex, sexual orientation, gender identity, gender expression, pregnancy, breastfeeding or related medical condition, national origin, ancestry, citizenship, age, marital status, physical disability, mental disability, medical condition, genetic characteristic or information, military and veteran status, or any other characteristic protected by state or federal law. Occidental is strongly committed to increasing the diversity of the campus community and the curriculum, and to fostering an inclusive, equitable, and just environment within which students, staff, administrators, and faculty thrive. Candidates who can contribute to this goal through their work are encouraged to identify their strengths and experiences in this area. Individuals advancing the College's strategic equity and justice goals and those from groups that are underrepresented in the field are particularly encouraged to apply.

Salary is commensurate with experience and qualifications.

All qualified applicants will be considered for employment, including those with criminal histories, in a manner consistent with the requirements of applicable state and local laws, including the City of Los Angeles' Fair Chance Initiative for Hiring Ordinance.

Occidental College is committed to working with and providing reasonable accommodations to applicants with qualifying disabilities. If you need a reasonable accommodation because of a disability for any part of the application or employment process, please contact Human Resources ([hr@oxy.edu](mailto:hr@oxy.edu)).

As a condition of hire for a staff position and for appointment to a faculty position, Occidental College requires that all candidates who have received a conditional offer of employment complete an application form (if they have not already done so) and consent to a background check. Satisfactory completion of a background check, along with pre-employment verifications and references are required as a condition of employment, but only as permitted by federal, state, and local law, including the City of Los Angeles Fair Chance Initiative for Hiring Ordinance.