



Ho-Chunk Nation

Job Description



TITLE: DISHWASHER		JOB CODE: DSWR	
BUSINESS		EEO: 8	PAY GRADE: 7
NON-EXEMPT	FLEX	FUNDING SOURCE: NPD	HO-CHUNK PREFERENCE

"All employees are subject to the Drug, Alcohol and Controlled Substance Policy."

All employees will be required to attend orientation or training to attain knowledge of the history, culture and traditions of the Ho-Chunk Nation – Resolution 08-20-13K

POSITION OVERVIEW

A Dishwasher is responsible for cleaning dishes in a food service environment to ensure that the kitchen has a steady supply of clean plates, bowls, silverware, pots, pans, and glasses. They are also responsible for maintaining a clean, safe work area, which ultimately enhances every interaction for our guests and employees, customer service, is our top priority for both internal and external guests.

PERFORMANCE-BASED JOB FUNCTIONS AND OBJECTIVES

1. Scrape and sort dishes before loading them into a dishwashing machine for cleaning.
2. Monitor dishwasher machine's water temperature daily during sanitary wash cycle
3. Unload dishwashing machine after wash cycle and put utensils and dishes in the proper storage area.
4. Sweep and scrub kitchen floors to ensure a clean and tidy work area.
5. Empty kitchen trash and dispose of bags in proper garbage receptacle.
6. Perform other duties as assigned.

JOB RESPONSIBILITY

Job Reports to	Supervisor – See Organizational Chart
Leadership Accountability	None
Supervisory Accountability	None
Organizational Accountability	None
Financial Accountability	None
Customer Accountability	Interfaces with outside customers
Freedom to Act	Subject to regular review by supervisor

MINIMUM QUALIFICATIONS

EDUCATION:

1. High School diploma or equivalent.



ESSENTIAL:

1. Successful completion of criminal background check and drug screen.

EXPERIENCE:

1. One (1) year of related experience preferred.

KNOWLEDGE, SKILLS, ABILITIES REQUIRED

1. Ability to maintain a professional demeanor in stressful situations is necessary.
2. Must have the ability to work well with people, possess excellent customer service skills and show sensitivity to diverse cultures.
3. Ability to be flexible regarding schedules. Scheduling is based on business demands, including nights, weekends, and Holidays.

WORK PLACE RESPONSIBILITY

1. Maintains a safe and healthy work place environment.
2. The department manager ensures that all employees of the department receive appropriate training, coaching, and understand all of the applicable procedures so that they can safely do their assigned work.

WORKING CONDITIONS

1. Must be able to work in a loud, fast-paced environment.
2. Able to work varied hours, shifts, including evenings, and weekends if needed.