



# HOLDERNESS

## Pot Washer/General Utility Team Member

Direct Report: Food Services Director

### **Overall Role in the Organization:**

Holderness School seeks a Full Time Dining Service Team Member. This team member is responsible for the cleaning and sanitation of all pots, pans, and utensils.

This is a benefited position at approximately 40 hours per week. This position reports to the Food Services Director but works closely with the chef on duty.

Holderness School is a non-smoking campus. Excellent facilities with good equipment. Handling pans filled with hot food items is required. Usual food service operation conditions; exposure to heat, steam, cold & equipment common to food service. Must be able to withstand varying temperatures

### **Specific Employee Objectives:**

#### Duties and responsibilities include:

- To clean and sanitize all pots and pans used by cooks on duty
- Sweep and mop all floors in kitchen and downstairs area including storerooms, elevator, bathroom and locker room
- Empty garbage in food service area as needed
- Secures kitchen area before leaving if not done by cooks
- Keep sink area clean and sanitized
- Perform other duties as assigned by supervisor

#### Qualifications

- Strong commitment to service
- High school graduate preferred
- Prefer similar experience in foodservice, but not a must

#### Requirements of the Position

- Must be able to spend long periods of time on feet, bending, stooping, lifting and pushing heavy carts.
- Must be able to lift at least 50 lbs.
- Good personal hygiene a must

### **The Process**

If interested in this position, please contact Food Services Director Paul Dullea at [pdullea@holderness.org](mailto:pdullea@holderness.org). No phone calls please. Criminal background checks are performed on all new hires

Holderness School is an equal opportunity employer, and will not discriminate, or tolerate discrimination against any employee or applicant in any manner prohibited by law.

### **Universal Employee Objectives:**

*All employees should act in support of the mission and strategic goals of the school. The mission is: Holderness School fosters equally in each student the resources of the mind, body, and spirit in the creation of a caring community, inspiring all to work for the betterment of humankind and God's creation.*

*Leadership at Holderness is each person's journey to best serve and empower others. It is expected that all employees of Holderness model leadership in their conduct and the performance of their jobs through the exhibition of four characteristics:*

#### **Initiative**

- **Be a proactive and continuous learner:** take opportunities to learn new skills and to extend one's education.
- **Strive to Continuously Improve:** regularly looks for ways to improve practice.
- **Anticipate Challenges:** be prepared to deal with difficulties and rise to challenges.

#### **Empathy**

- **Be a Role Model:** colleagues should look at you as a positive model and a resource.
- **Actively Seek Feedback:** gather feedback from peers, supervisors, and those you serve in order to improve your performance.
- **Collegial and Congenial:** be respectful, supportive, and caring of those around you.

#### **Dependability**

- **Consistent Achiever:** Effectively and efficiently manage all areas of responsibilities.
- **Diligent:** Be on time and meet deadlines.
- **Active Communicator:** take the initiative to communicate important information to the appropriate people in a timely and professional manner.

#### **Fairness**

- **Positive Force:** seeks and recognizes strengths in others and provides specific and positive feedback to others.
- **Supportive and Preventative:** supportive of others, working both individually and collectively to construct and maintain a safe environment.
- **Deal Directly:** Feedback and communication should be made directly, not through others.