

Summer Food Service Staff

Start Date: June 3, 2018

End Date: August 11, 2018

POSITION SUMMARY

Responsible for either getting meals out on time and up to the standard that is expected, completing the clean-up from a meal and prepping for the next day's meals and/or responsible for the operations of the Dining Room; ensuring that the needs of the guest are being met in a gracious and hospitable manner in accordance with the Executive Chef's expectations.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Responsible for guests' care, safety, and wellbeing
- Ensure that the guest needs are met at all times
- Look for and make use of teachable moments
- Pray for the staff, campers, and churches
- Participate in staff Bible studies
- Assist with wild land fire emergencies
- Keep regular, timely attendance while maintaining a clean, safe and unobstructed workplace
- Regularly required to stand, sit, walk, use hands to handle or grasp, reach with hands and arms, talk. Occasionally required to climb or balance and stoop, kneel, crouch, or crawl. May be required to lift a minimum of 25 pounds.
- Overlap into other areas of camp may occur as directed by supervisor.
- Required to get meals out on time and at the expectation of the Executive Chef's quality standard
- Maintain the cleanliness of the kitchen, storeroom, and Dining Hall. Coordinates with Executive Chef on weekly clean ups to ensure they are completed
- Notify the Executive Chef of needed repairs or safety issues
- Maintain an inventory of needed supplies; notifying the Executive Chef of any items that needs to be ordered
- Complete dishes from any given meal in a timely manner
- Read next day's menu to make pulls and prep what needs to be done
- Organizes seating for groups and ensures that tables are appropriately set; ensures that guest comment cards are available for adult groups
- Coordinates with the Executive Chef on staggered meal times
- Maintains food on buffet tables during meal times and is also responsible for the up keep and cleaning of buffet tables
- Welcomes the groups at the door and announces cleanup procedures to the groups and visits with guest while going through the buffet line.

JOB SKILLS AND QUALIFICATIONS

- Demonstrates a personal relationship with God through Jesus Christ, exercising personal faith through consistent daily living in accordance to God's Word.
- Understands the mission of Palomar Christian Conference Center and is in agreement with its Statement of Faith, and submits all other goals and desires to that main goal.
- Excellent verbal and written communication skills.
- Interpersonal skills such as are required to maintain positive relations with both staff and guests.
- Good customer service skills, presenting a professional appearance and demeanor.
- Strong attention to detail and organization while managing multiple priorities.
- Able to lift a minimum of 25 lbs.
- First Aid and CPR certified (will train).
- Ensures that s/he could lead or introduce campers to Jesus Christ as Savior.
- Athletic lifestyle
- Enjoys and relates well with others, exhibiting patience and a strong Christian witness.
- Able to work in a fast-paced environment.
- Is proficient in basic Microsoft applications (Windows, Office, etc.)
- Must obtain a food handler's certificate

TYPICAL WORK SCHEDULE

- This position will average 40 hours in a five-day workweek.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this position. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel. All personnel may be required by their immediate supervisor to perform duties outside of their normal responsibilities. The physical demands described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.