Dishroom Attendant

**JOB PURPOSE:**
Under general supervision, cleans glassware, dishes, kitchen, food preparation equipment, and utensils.

**CHARACTERISTIC DUTIES AND RESPONSIBILITIES:**
Operates, cleans, feeds, and unloads machines. Sorts and delivers clean wares to designated areas.
Washes dishes, flatware, pots, and/or pans using dishwashers or by hand. Places into ovens for drying.
Cleans kitchen work areas; mops and cleans floors; maintains kitchen equipment and utensils in clean and sanitary condition; performs routine and preventative maintenance on dishwashing machinery; disassembles, cleans, adjusts and reassembles equipment; refers major problems to mechanic.
Organizes work activities of student and part-time workers; may train and instruct workers in proper sanitation procedures, equipment operation and safety practices.
Maintains awareness of supplies levels and informs supervisor when supplies are low.
Performs other assigned light-medium cleaning duties.
Assists in other departments as time permits.

**KNOWLEDGE, SKILLS, AND ABILITIES:**
Ability to interpret and follow simple oral and written instructions.
Ability to work in team environment as an effective team player and perform work in a safe and efficient manner. Knowledge of basic sanitation methods and standard kitchen practices. Knowledge and ability to operate and maintain the specific tools and machinery used in the area of expertise. Ability to perform work requiring considerable standing and medium-heavy lifting under hot, damp-working conditions.
Ability to maintain acceptable standards of personal hygiene.
Ability to work in safe and efficient manner.

**MINIMUM REQUIREMENTS:**
**Education:** High School Diploma or GED.
**Experience:** Previous related experience helpful but not required.
Certifications/Licenses:

PHYSICAL REQUIREMENTS:

Sitting, standing, walking, squatting/kneeling, climbing, balancing, reaching, grasping, pushing/pulling, twisting/bending, lifting/carrying up to 50 lbs multiple times per shift, fingering, talking, hearing, and seeing.

WORKING CONDITIONS:

Spends most time indoors with possible exposure to extreme hot when working with dish washing equipment. Possible exposure to distraction/uncomfortable noise levels. Risk of bodily injury from mechanical parts, electricity, etc. Possible exposure to fumes, odors, etc. that may affect respiration and skin.

The intent of this job specification is to provide a representative summary of the types of duties and responsibilities that will be required of positions given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position. Employees may be requested to perform job-related tasks other than those specifically presented in this specification.

A person with a disability who is pursuing employment opportunities with Indiana University and wishes to discuss minimum requirement accommodations should contact the campus HR office.