Georgia State University

Job Specification

Job Title: Dishwasher II

BCAT Code: 093X47  Effective Date: June 1, 2011
Pay Grade: G06  FLSA Status: Non-Exempt  Revision Date: July 1, 2013

General Description
Ensures that all cooking areas, utensils, dishes, and equipment in the kitchen are clean and properly stored away. Works under the general direction of the Food Service Supervisor II, this position.

Examples of Duties
- Cleans properly the cooking areas, utensils, and equipment in the kitchen as needed.
- Replaces or restocks all washed items in appropriate areas.
- Maintains, cleans, and details the dish washing machine, both inside and outside the dish area.
- Washes, sorts, replaces, and restocks flatware, serving dishes, china, glass, and all other washable items.
- Follows pre-established guidelines to perform the functions of the job in a timely manner.
- Assists in storing, labeling, and rotating delivered products on a daily basis.
- Assists in the trash removal, cleaning and maintenance of the back of the house operation.
- Assists in the organization of the laundry area, the laundry pick-up and the cleaning of the laundry area.
- Assists the Line Cook or Prep Crew in the preparation of meals; trains others in the dish area in the responsibilities of the position.
- Represents and promotes the interests and mission of Auxiliary and Support Services in various meetings.
- Consistently promotes excellent customer service.
- Performs other related duties as assigned.

Knowledge, Skills and Abilities
- Knowledge of commonly used kitchen concepts, practices, and procedures.
- Ability to lift at least 50 lbs.
- Ability to operate a heavy duty dishwashing machine.
- Effective presentation, verbal, and written skills.
- Knowledge of basic customer service and food service operations procedures.
- Effective time management and organizational skills.

Minimum GSU Hiring Standards
High school diploma or GED and two years of related experience.

The above is a general description of duties performed by employees holding this job title and does not represent a complete list of duties that may be assigned to an employee.

Office of Human Resources
Classification Section