



## PORTER (DISHWASHER) JOB DESCRIPTION

**Objective:** To adhere to all Ninety Nine policies related to personal conduct, uniform, appearance, guest service and relations. To exhibit a “Passion to Serve” to all of our guests and become “Best of Class” in our segment of the restaurant industry.

### **Essential Functions:**

1. Must demonstrate the ability to operate and maintain all dishwashing equipment.
2. Must be able to test dishwater to ensure proper sanitation/chemical levels, and change the dishwater as necessary.
3. Keep all kitchen utensils clean and in sanitary condition.
4. Wash pots, pans and trays utilizing three bay sink.
5. Set-up and utilize decoy system to ensure organization of incoming plates and silverware.
6. Transfer supplies delivered to storage areas and transfer supplies from storage areas to work area. Removes trash and garbage.
7. Outside maintenance in some instances.
8. Must understand the proper use of all cleaning chemicals involved in their job.
9. Must know the proper daily cleaning and basic maintenance of the dishwasher equipment.
10. Responsible to leave dish room area clean and well stocked with clean dishes, silverware, and glasses prior to end of shift.
11. Maintain brand standards of high quality and integrity.

### **Feedback:**

1. Periodic team member meetings.
2. Pep Talks
3. Performance Reviews



## PORTER JOB ANALYSIS

1. **Machines/Equipment Used:** Dishwasher, Three Bay Sink, Popcorn Machine
2. **Materials/Products Used:** Food product, Cleaning Chemicals
3. **Tools Used:** Knives, Cleaning Equipment, Hand tools
4. **Work Aids Used:** Dollies, Carts, Hand truck
5. **Education Requirements:** No school requirement, previous experience helpful
6. **Other Job Considerations:**
  - Environmental Factors – Inside, kitchen areas, storage areas
  - Exposure to heat and cold
  - Some outside: trash and snow removal
  - Aptitude Strengths – Ability to perform multiple tasks simultaneously
  - Temperament Needs – Ability to perform repetitive work
7. **Physical Demands on the Job:**
  - Standing required 75% of the time
  - Walking required 25% of the time
  - Time spent between breaks – 4 hours
  - Ability to lift a maximum of 50 pounds and a minimum of 1 pound
  - Frequency of lifting: constantly to shoulder
  - Ability to carry a maximum of 50 pounds and a minimum of 1 pound
  - Frequency of carrying: constantly
  - Ability to twist: Occasionally
  - Ability to reach, lift, sit or stand while twisting
  - Bend or Stoop: Occasionally
  - Stretch and Reach: Constantly
  - Extension range: 90 degrees
  - Push, Pull or Drag a maximum of 50 pounds or a minimum of 10 pounds
  - Utilize dollies, carts, levers, handles
  - Kneeling: Occasionally
  - Hand Manipulation
  - Fine dexterity to wash dishes
  - Gross dexterity to store foods and supplies, moving equipment
  - Talk: Occasionally
  - Hearing: Occasionally