

## POSITION DESCRIPTION

### Dining Services

#### Part-time Bakery and Retail Dining Worker

Part-time position with variable schedule including weekends, responsible to the appropriate supervisor for preparing and serving food, cleaning food service equipment and facilities, cashiering, and waiting on customers in retail dining establishments. Works in all production and greeting/cashier positions as needed, including bakery and other production, retail dining and checking. This is a temporary, part-time position with a variable schedule, including evenings and weekends.

#### Principal Duties and Responsibilities:

- 1) Prepare food from menu, recipes and as instructed by supervisor; operate food service equipment. (43%)
- 2) Cashier in retail operations and check in board operations. (33%)
- 3) Label and date specified products on salad bar, deli bar, and produce coolers; maintain, organize, and sanitize work areas; wash dishes, pans, equipment, and all work areas; do laundry for all dining areas. (22%)
- 4) Direct student employees. (2%)
- 5) Perform other related duties as assigned.

#### Supervision:

Definite objectives are set up for the employee by the supervisor, requiring the use of a wide range of procedures. The employee plans and arranges his/her own work and refers only unusual cases to the supervisor.

#### Minimum Qualifications:

Requires basic math skills and 9 months of related experience.

Applications are available at our website: [www.wartburg.edu/hr](http://www.wartburg.edu/hr) or by calling Human Resources at 319/352-8521.

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