

Helen Purcell

Job Opportunity

Date Posted: 3/13/19 Application Deadline: Until position filled

Department: Dietary

Position: Dining Services Professional-Server

Status: Full time & Part time

Salary: \$9.32

Minimum Qualifications:

Physical Requirements:

Must be able to lift up to 30 lbs. on an occasional basis
On feet for extended periods of time

Essential Job Duties:

1. Maintains regular attendance by working all shifts as scheduled.
2. Prepares meals under the guidance of the Cook and under direction of the Director of Dining Services.
3. Serves food and beverages to Helen Purcell's residents, their families and guests, community groups and employees in a polite and professional manner.
4. Cleans meal preparation and delivery equipment (cookware, silverware, dinnerware).
5. Cleans the dining room, food delivery and food storage areas.
6. Unloads and stocks all incoming food and supplies.
7. Rotates all food and supplies.
8. Removes and properly disposes of all kitchen waste.
9. Maintains all natural flowers in the Dining Room.
10. Works to reduce the amount of wasted food.
11. Follows all policies and procedures as issued by Helen Purcell.
12. Performs related duties as assigned.

Internal Applicants: Submit letter of interest before the posting deadline

External Applicants: Please Submit Application and Resume via mail, Fax, in person or via our web-site by the application deadline to:

Helen Purcell
Attn: Missy Miller
1854 Norwood Boulevard
Zanesville, OH 43701
FAX:

Web site: www.helenpurcell.org

Helen Purcell is an Equal Opportunity Employer

12/28/16