

PREAMBLE

As a leading senior's residence and provider of senior's continuing care services and programs, Canterbury Foundation (the "Foundation") shares with seniors the "Promise of Home". Person-centered care is the foundation for all we do in providing safe, quality care and other human services. We provide a home where seniors experience peace of mind and feel like family. All persons are treated with dignity and respect in every interaction. Working for Canterbury Foundation requires that employees exhibit the highest standards of personal behavior and ethics in every interaction that instill confidence and trust and not bring the Foundation into disrepute. The honesty and integrity of Canterbury Foundation demands the impartiality of employees in the conduct of their duties.

POSITION SUMMARY

Reporting directly to the Executive Chef the Dishwasher is accountable for: sanitary washing and storage of all dishes, glassware, flatware, as well as pots, pans and cooking utensils used in the kitchen/servery and cleanliness of the dish room and dishwashing equipment. The Dishwasher will assist in the receipt and storage of food deliveries and performs assigned kitchen cleaning duties. The position involves a high level of interaction with other food services employees and requires physical endurance (e.g. working with dish washing machine; dish racks, detergents and chemicals).

KEY RESPONSIBILITIES

I. HEALTH, SAFETY AND WELLNESS

- Committed to knowing, understanding and reviewing your workplace hazards as identified by your Workplace Hazard Assessment, Joint Workplace Health and Safety Committee and as outlined in Canterbury Foundations Policies and Procedures.
- Participates in making the workplace a safe environment for staff and residents by reporting unsafe conditions, knowing your rights as an employee to refuse unsafe work, and by participating in training, events and committees.
- Wear appropriate personal protective equipment, footwear and apparel for your role and responsibility for your work day (being mindful of hazards approaching and leaving the workplace).

II. JOB DUTIES AND RESPONSIBILITIES

Cleaning and storage of dishes

- Ensure sanitary washing of all dishes, glassware, flatware, pots, pans and cooking utensils in accordance with regulated requirements.
- Ensure proper operation of dishwashing equipment.
- Ensure dish room work areas and equipment is clean and sanitary.

- Dishes are washed and put away in their assigned locations.
- Daily dishwasher temperatures and chemical usage log is completed.
- Sanitation program tasks are completed as per shift requirements and in adherence to safe work procedures.
- Project cleaning is completed according to schedule.
- Dishwashing machine and storage equipment are in good repair and function as designed.

Receipt and Storage of Delivered Goods

- Ensure products/goods delivered are reconciled to shipping documents.
- Ensure that products are stored safely and appropriately in accordance with Food Service Department policies and procedures and with regulated requirements of external authorities.
- Delivered goods are receipted accurately
- Delivered goods are stored safely and appropriately.

Cleanliness of Dish room and Kitchen Areas

- Ensure dish room work areas and equipment are clean and orderly.
- Ensure dishes and related items are clean and stored properly.
- Ensure adherence to sanitation program for equipment and work areas.
- Dish room work areas and equipment is clean and sanitary.
- Dishes and related items are clean and stored in an orderly manner.
- Sanitation program tasks are completed as per shift requirements and in adherence to safe work procedures.

QUALIFICATIONS

- High school diploma or equivalent
- Complete or have completed WHMIS training
- Have experience in similar work environments

COMPETENCIES

- Demonstrate an awareness of accident and injury prevention; adhere to safe work practices and procedures; be responsible for maintaining self-wellness and reduced absenteeism.
- Demonstrate a commitment to providing a high quality food services program by adhering to policies and procedures established for the Food Services Department.
- Be able to work within a team and contribute to a positive work environment; seek opportunities for personal development; and strive for excellence.
- Demonstrate good communication skills.
- Demonstrate good time management skills
- Ability to perform light physical tasks, exerting up to 50 lbs of force on a frequent basis and up to 60 lbs on an occasional basis.
- Ability to perform such activities as grasping, lifting, reaching, crouching, walking, sitting, and carry repetitively and for long periods of time.

