

## **SEATAC BAR GROUP, LLC.**

### **POSITION DESCRIPTION**

**JOB TITLE:** Utility Worker/Maintenance  
**REPORTS TO:** Lead Porter and General Manager  
**CLASSIFICATION:** Non Exempt

#### **JOB SUMMARY**

Responsible for upkeep of the facility: cleaning, sanitizing, disinfecting, stocking/restocking, loading/unloading, and quality assurance.

#### **I. ESSENTIAL JOB FUNCTIONS**

- Responsible for product preparedness, cleanliness, deliveries, product transfers, and spoilage.
- Remove mats and take to the loading dock to rinse and clean
- Keep walls and ceilings free of all stains, grease, and debris.
- Sweep floor of restaurants, behind the bar, and clean under all counters, equipment and behind legs.
- Pick up debris with a dust pan and deposit in trash container.
- Make sure all drains are free of debris
- Mop the floor using the One Bucket System
- Ensure no trash or debris is on the floor, under tables, counter or equipment.
- Keep grease off the floor.
- Ensure drains are clean and clear.
- Empty trash.
- Line container w/ one plastic bag.
- Ensure trash doesn't accumulate behind the bar.
- Ensure bags do not leak when carrying.
- Separate all items according to recycling procedures.
- Place old oil in grease trap.
- Replace grease in fryers.
- Meet deliveries/Escort vendors.
- Stock product.
- Transfer product- spoilage.
- Rotate product to maintain quality assurance.
- Ensure a safe working environment within the units and storage room, and notify management of safety discrepancies.
- Provide the highest level of support to the team at all times.
- Support associates to ensure customer satisfaction in product quality and service.
- Maintain quality control records, quality assurance.

- Comply with SBG standard operative procedures as well as those of all applicable regulatory agencies.
- Assist Managers upon request.
- Follow all security and safety procedures

## **II. EDUCATION AND EXPERIENCE:**

- High School Diploma or G.E.D
- 1 year experience in restaurant sanitation and/or warehouse operations

## **III. MINIMUM KNOWLEDGE, SKILLS, AND ABILITIES: (Minimum qualifications needed to perform essential job functions).**

- Demonstrate knowledge of product, service, and quality standards required, equipment and operations standards required
- Able to visually see during all activities.
- Able to hear, speak, read and comprehend instructions short correspondence and policy documents, as well as converse comfortably with customers, vendors, coworkers, and management.
- Able to compute basic Arithmetic.
- Ability to use sound judgment.
- Ability to solve problems effectively.
- Ability to work with associates.
- Must possess enthusiasm.
- Effective interpersonal skills.
- Effective written and verbal skills.
- Ability to be proactive.
- Effective listening skills.
- Ability to identify and use resources to improve overall operations.

## **IV. PHYSICAL DEMANDS: (Physical Requirements to perform Essential Job Functions)**

1. Frequently lift, carry, push, pull, or otherwise move objects weighing up to 50 lbs.
2. Walking or standing 100% of the time, including movement on slick and/or narrow surfaces
3. Frequently operate registers and/or calculators.
4. Consistently handle product preparation.
5. Frequently lift and/or reach for product preparation, stocking and inventory.

6. Consistently push to open and close doors to the facilities and storage rooms, as well as cooler and freezers.
7. Frequently stoop to pick up supplies and trash.
8. Working with extremely hot appliances and cooking items regularly.
9. Use tools or equipment requiring a high degree of dexterity regularly.
10. Frequently drive Company vehicle.

**V. EQUIPMENT AND ENVIRONMENTAL CONDITIONS: (Machines, devices, tools, etc., used in job performance and the conditions under which the job is accomplished).**

**A. Equipment (Most Frequently Used):**

Fryers, ovens, stoves, common cleaning tools- broom, mop, etc.; dishwasher, common kitchen tools- knives, serving utensils, etc. Sharp objects.

**B. Environmental Conditions:**

1. Subject to both inside and frequent outside environmental conditions; work activities occur both inside and outside.
2. Subject to extreme cold; temperatures below 32 degrees for periods of time in freezers.
3. Exposed to extreme heat: temperatures reaching 80-95 degrees frequently around fryer and warming lamps.
4. Exposed to hazards, which includes moving mechanical parts, electrical current, and exposure to high heat of chemicals and food such as cooking oils.
5. Subject to one or more of the following conditions: fumes, odors, dust, mists, gasses, or poor ventilation.
6. Subject to frequent high levels of noise.

^\*Medical, Dental, and Vision Benefits for full-time employees, after probation.

**\*\*This position description is a general overview of the work performed by Seatac Bar Group, LLC. employees and is not an absolute list of responsibilities, duties, and skills required. Additionally, this does not constitute a contract of employment and is subject to change without prior notice at the discretion of the employer. Reasonable accommodations may be considered upon request.**

