

**REYNOLDS ELECTRICAL & ENGINEERING CO., INC.
POSITION DESCRIPTION**

POSITION TITLE: Dishwasher/Potwasher

JOB CODE : 030421, 030477

DATE PREPARED : June 2, 1993

Revised: December 13, 1993

SUMMARY STATEMENT

The incumbent operates industrial dishwashing equipment to clean eating utensils, china, pots, pans, etc., according to sanitation and safety regulations.

DIMENSIONS

The incumbent reports to a Kitchen Steward or Food Services Supervisor and has no supervisory responsibility.

NATURE AND SCOPE

1. Operates industrial dishwasher to clean flatware, dishes, pots, pans, etc.; monitors and adjusts water tank temperatures to proper specifications;
2. Prepares dishes for washing, loads into racks/baskets in proper configuration; returns pots/pans containing excess food for emptying before washing;
3. Washes/scrubs soiled pots and pans by hand; scrapes, sprays, and washes using brushes and steel wool if necessary; rinses and sanitizes according to procedures; stores properly when dry;
4. Ensures continual operation of conveyor belt to bring dirty dishes into dishwashing area; cleans conveyor and conveyor areas;
5. Cleans dishwashing machine, fills pot washing tanks, changes wash water when greasy, and changes rinse water when soapy;
6. Gathers dirty pots/pans and brings to pot washing area;
7. Performs general cleaning and straightening of dishroom/pot washing areas; cleans debris from floor grates and drains; empties trash; washes walls and racks; sweeps; sanitizes; etc.;
8. Adheres to all Company EEO, affirmative action, environmental, health, safety, quality assurance, and security programs;
9. Performs related work as required.

ESSENTIAL JOB FUNCTIONS

Physical

<i>Constantly = Over 2/3 of time</i> <i>Frequently = 1/3 - 2/3 of time</i> <i>Occasionally = Less than 1/3 of time</i>
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1. Constant standing/walking throughout work shift;
2. Frequent-to-constant lifting/carrying racks/baskets of dishes/glasses/flatware up to 40 to 45 pounds;
3. Frequent pushing/pulling while scrubbing pots with brushes/steel wool, sliding racks of dishes, pushing carts, and opening doors, exerting force of 10 to 30 pounds;
4. Occasional climbing stairs to collect pots/pans from some areas;

Dishwasher/Potwasher

5. Frequent bending/twisting at waist/knees/neck while washing pots/pans, cleaning, etc.;
6. Constant use of both hands/arms in reaching/handling/grasping/fingering while operating dishwasher, scrubbing, washing, and rinsing pots/pans, cleaning work areas, etc.; some overhead reaching required;
7. Constant use of sight abilities in performing duties and maintaining a safe work environment; visual requirements include hand/eye coordination and visual acuity in near- and mid-range vision;
8. Frequent use of hearing/speech abilities in communicating with coworkers and supervisors;
9. Frequent use of sense of touch in feeling temperature and cleanliness of surfaces.

Mental

1. Frequent mental alertness, attention to detail, and accuracy required in ensuring that duties are performed according to procedures and maintaining a safe work environment;
2. Must be able to follow oral and written instructions and established procedures;
3. Must be able to organize work load in order to complete all duties in a timely manner;
4. Must possess basic mathematical skills and be able to read/write/speak English, instructions, rules, etc.

WORKING CONDITIONS AND EQUIPMENT USED

Work is performed indoors in dishwashing/pot washing areas.

Tools & Equipment Used: Industrial dishwasher, conveyor belt system, carts, racks, baskets, brushes, steel wool, water tanks, industrial dishwashing solutions/soaps, gloves, and sanitary attire.

REQUIRED TRAINING AND WORK EXPERIENCE

No experience required.

OTHER SPECIAL QUALIFICATIONS

None.