

DELAWARE RIVER AND BAY AUTHORITY

Department: Food and Retail
Class Title: Food Service Intern
Status: Non Exempt
Reports To: Terminal and Vessel Manager
Location: Cape May Terminal
Hourly Rate: \$12 Undergraduate Student - \$14 Graduate Program Student

I. POSITION SUMMARY

This position will utilize hospitality expertise to perform a wide variety of food and beverage functions required daily within the food and retail operations. The work will change daily and can range from managing restaurant and vessel operations to food and beverage preparation, menu planning & operation of a point of sale cash register for the Terminal Food Court, Bar & Grill and Special Events. This position can also be asked to assist in ordering & inventory of all food and beverage supplies, receiving and delivery functions and operate/clean all food service kitchen equipment. All employees in this position are responsible for the cleanliness and sanitation of food and beverage areas, and must wear appropriate uniform. Employees must be familiar with and comply with all New Jersey Alcohol and State Board of Health regulations regarding employee health, cleanliness, clothing and food handling practices relating to food safety.

II. ESSENTIAL DUTIES AND RESPONSIBILITIES

- Assists with the management of daily operations within the restaurant or on board the vessel;
- Assists in assigning server sections, server side work and managing daily checklists
- Assists with menu planning & daily special displays
- Assists with ordering, receiving, stocking and inventories of food and retail products
- Production of a wide variety of foods/beverages
- Operates and maintains all kitchen equipment in good working order
- Assists in cleaning of all kitchen areas and equipment
- Follows established kitchen and food safety practices while performing duties
- Operates a point of sale system cash register
- Provide the highest level of customer service and professionalism to all internal and external customers and provide team leadership

III. REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- General knowledge of food preparation and presentation
- Knowledge of NJ State Board of Health regulations for Food Safety
- Knowledge of ServSafe food and alcohol practices, current ServSafe certification preferred
- Ability to operate all basic food service equipment, appliances and utensils

- Ability to operate cash register and make change
- Ability to successfully communicate with patrons, employees and vendors
- Ability to provide superior customer service to everyone by responding in a courteous and efficient manner

IV. REQUIRED EDUCATION AND EXPERIENCE

- Currently enrolled in a certified culinary institute or college with a hospitality major and has completed 6 months of training

V. LICENSES, REGISTRATIONS, AND/OR CERTIFICATIONS

- Valid driver's license

VI. ADDITIONAL REQUIREMENTS

- Delaware River and Bay Authority requires all employees to have direct deposit with a financial institution or enroll in the payroll card program to receive their bi-weekly pay
- All potential employees will be subject to a background investigation
- Subject to pre-employment drug testing

If you are interested in applying for this position please complete the on-line application at www.drba.net. In addition, please attach a resume to the completed application.

The Delaware River & Bay Authority is an Equal Opportunity Employer (EOE). www.drba.net