

## **CASUAL FOOD & RETAIL ASSOCIATE**

**Location: Lewes, DE**

**Hourly Rate: \$8.75 - \$10.25**

**Opening Date: April 16, 2018 Closing Date: Until Filled**

### **I. POSITION SUMMARY**

The casual Food & Retail Associate is responsible for performing a wide variety of food service and cashier functions required in the daily operation of food & retail operations. The work consists of processing food, beverage and retail sales (operating a cash register) at designated point-of-sale locations, stocking food, beverage and retail displays, occasional preparation of sandwiches and/or salads, and, operation and cleaning of all foodservice equipment within the food & retail areas. All employees in this position are responsible for the cleanliness of food & retail areas, and must wear the designated uniform. Employees must be familiar with, and comply with, safe food handling practices with regard to employee health and cleanliness, appropriate clothing and overall food protection. This casual position is part-time with no guaranteed minimum number of hours, nor are there any guaranteed assignments

### **II. ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Provides the highest level of customer service and professionalism to all internal and external customers
- Operates a point-of-sale cash register, accurately recording all sales, collecting cash and/or credit card payments, and, making change on cash sales, as needed
- Receives, stocks and maintains adequate food, beverage and retail supplies in accordance with established par stock levels, at assigned locations
- Delivers food to our customers at “On The Rocks” and is responsible for knowing the menus by heart and what condiments accompany each item, thereby providing an excellent dining experience for all our guests
- Responsible for ensuring the accuracy of each order in terms of quality and quantity and ensuring the food reaches the customer
- Maintains, in clean and sanitary condition, all kitchen/galley areas and equipment, including grills, hot tables, ovens, ranges, slicers, deep fryers, work tables, refrigerators and freezers, small wares (tongs, ladles, spatulas, serving utensils), coffee machines, and soda dispensers, according to established procedures
- Correctly, appropriately and safely uses a variety of kitchen utensils and equipment, including can openers, knives, blenders, peelers, food processors, and mixers, as required in the daily preparation of food and beverage items, using standardized recipes and guidelines, as assigned
- Responsible for following established safety practices while performing duties to protect self, co-workers, and the public from injury and/or illness, while properly and safely using, and caring for, DRBA equipment and facilities
- Performs other related duties, as assigned, by the Supervisors and Managers

### **III. REQUIRED KNOWLEDGE, SKILLS AND ABILITIES**

- Ability to operate a cash register and make correct change
- Basic knowledge of food preparation and presentation with ability to follow standardized recipes
- Knowledge of safe food handling practices for food service, including correct, appropriate and safe operation of food service equipment and utensils; knowledge of safe work practices; knowledge of shipboard hazards, if working aboard vessels
- Ability to keep records and maintain inventory and supplies at established par levels
- Ability to effectively communicate with guests, co-workers and supervisors
- Occasional lifting and/or carrying of up to 50 pounds (the assistance of another person and/or a mechanical device is recommended for anything over 50 pounds); occasional stooping, crouching, bending, kneeling, twisting and/or full limb extension; up to 100% of working day will be spent standing and/or walking
- Occasional use of cleaning chemicals (see MSDS sheets)
- May require working in temperature conditions exceeding 90°F, and, working over or near high temperature equipment (up to 450°F); occasional exposure to below-freezing temperatures (walk-in freezer)
- Ability to provide superior customer service to everyone by responding in a courteous and efficient manner

#### **IV. TYPICAL WORK ENVIRONMENTS**

- Commercial Foodservice Operation / Food Court Stations/ Retail Shops

#### **V. LICENSES, REGISTRATIONS AND/OR CERTIFICATES**

- None required

#### **VI. REQUIRED EDUCATION AND EXPERIENCE**

- Must be at least **18** years old
- High school diploma or equivalent or equivalent related experience
- Previous experience as a cashier and/or experience in the food service industry and/or cooking experience is preferred, but not required

#### **VII. ADDITIONAL REQUIREMENTS**

- Applicants will be subject to a background check and pre-employment drug test
- 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
- Required to comply with established dress and jewelry code while on duty
- Must be available to work irregular hours, and, adapt to variable workloads and tempos



**If you are interested in applying for this position please complete the on-line application at [www.drba.net](http://www.drba.net). In addition, you also have the option of attaching a resume to the completed application.**