



Kickapoo Tribe of Oklahoma VACANCY ANNOUNCEMENT

Job Title:	Dishwasher	Department:	Nutrition
Salary:	Depending on Experience		
Open:	February 28, 2018	Closing Date:	March 7, 2018

Introduction:

This position organizationally falls under the Elderly Nutrition Department of the Kickapoo Tribe of Oklahoma. Operational hours are Monday through Friday; 6:00 A.M. to 2:00 P.M., or as designated by the Nutrition Director. The purpose of this position is to provide a clean and safe kitchen area for the kitchen staff by washing and cleaning tableware, pots, pans and cooking equipment, keeping the dish room and equipment sanitized, clean and organized.

Description of Duties:

Assumes 100% responsibility for the cleanliness of dishware • Load, run and unload dish machine. • Keep the dish machine clean and report any functional or mechanical problems to the kitchen manager immediately. • Monitor dish machine water temperature and chemical levels to ensure sanitary wash cycle. • Wash and store all tableware and kitchenware. • Keep dish room clean and organized. • Complete opening and closing checklists. • Maintain adequate levels of clean tableware for dining room and kitchen • Bag and haul kitchen trash to dumpster. • Handle tableware carefully to prevent breakage and loss. • Maintain adequate levels of dish detergents and cleaning supplies. • Clean food preparation and production areas as required, • Closes the kitchen properly and follows the closing checklist for kitchen stations. Assists others in closing the kitchen. • Attends all scheduled employee meetings and brings suggestions for improvement. • Performs other related duties as assigned by the Kitchen Manager or manager-on-duty. Meets/Greets patrons that present themselves to the nutrition center ensuring a warm welcoming atmosphere. Performs other duties as may be assigned.

Education/Qualifications:

- No experience required (willing to be trained)
- High School Diploma or GED preferred
- Excellent critical thinking and time management skills
- Ability to operate industrial machinery, and carry loads up to 20 lbs
- Willingness to work in hot, humid environment and of your feet for an 8-hour shift
- Must be able to work well, both individually and as a team.
- Pass a background and drug screening

If you are interested in joining our team, submit your employment application to:

Kickapoo Tribe of Oklahoma
ATTN: Human Resources
PO Box 70
Mcloud, OK 74851

or fax to 405-964-7046

Kickapoo Tribal members and Indian preference in filling this vacancy is given to qualified candidates, in accordance with Title 25, U.S. Code Section 472 and 473. Kickapoo Tribe of Oklahoma is an equal opportunity employer.

*The Kickapoo Tribe of Oklahoma is an At-Will Employer
& a Drug-Free Workplace*

