

Steward/Floater – Wilshire Baptist Church

Wilshire Baptist Church is currently accepting applications for a reliable part-time steward reporting to the food service director. This as-needed position plays an important role on the culinary team by ensuring events are set up accurately, cleaning and sanitizing food preparation and food service areas properly and assisting with coffee preparation and service.

To apply, email resumé and cover letter to gmckenzie@wilshirebc.org.

Applications will be accepted until the position is filled.

Position Summary: The steward collaborates with the food service team to ensure that all food service functions are set up and cleaned as effectively and efficiently as possible to provide a meaningful fellowship experience for church members and guests.

About the position:

- This is a part-time hourly position working no more than 8 hours a week on an as-needed basis.
- Pay rate is \$15.00 an hour.
- Varied work schedule, including Sundays and special events; off on Thursdays.

Qualifications

- Valid Food Handlers license required.
- Some hospitality experience preferred.
- High school diploma or equivalent is required.
- Must be at least 18 years old.

Duties and Responsibilities:

- Understand that the food service department is considered a ministry and extension of Wilshire Baptist Church.
- Follow all safety and health standards regarding storage of supplies and cleaning and maintaining sanitized work areas.
- Prepare set-ups for food service events.
- Wash all the wares including pots, pans, flatware and glasses by hand and/or use industrial dishwasher.
- Unload dishes, silverware and glassware promptly and store in the appropriate places.
- Clean kitchen and dining areas, including emptying trash cans, recycling, composting, sweeping and mopping.

Applications are considered without regard to race, sex, national origin, age, marital, or veteran status, or the presence of a non-job-related medical condition or disability.

- Assist in maintaining inventory of ingredients and cleaning supplies, including labeling, ordering and stocking.
- Adhere to all relevant nutrition and sanitary regulations and standards.
- Ensure sanitation standards are maintained by keeping a tidy, clean and sanitized workspace.
- Help culinary team members whenever necessary.
- Promote and practice the highest-level health and safety standards.
- Follow church financial policies and procedures.
- Follow church facility policies and procedures.
- Help ensure all applicable fire and state health inspection code requirements are met.
- Support the overall ministry of Wilshire Baptist Church.
- Other duties as assigned.

Required knowledge, skills and abilities

- Basic knowledge of industry-standard best practices, i.e. safe and sanitary food preparation and cleaning.
- Must be prompt and dependable.
- Ability to work in a fast-paced environment.
- Ability to work independently and as a team member.
- Great attention to detail and ability to manage multiple tasks.
- High level of emotional and social intelligence with the ability to maintain good working relationships.
- Excellent planning, problem solving and organizational skills.
- Able to perform physical activities that require moving one's whole body, such as walking, stooping, lifting up to 50 pounds, pushing/pulling a cart, use of stairs and standing for eight hours or more.
- Proficient in English.
- Spanish proficiency is a plus.

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