# TITLE: Utility Technician

**LAST REVISED: October 26, 2015**

# REPORTS TO: Director/ Assistant of Food Service

**METHOD OF PAY: Hourly**

**PURPOSE OF POSITION:**

The primary purpose of your job position is to provide assistance in all dietary functions as directed / instructed and in accordance with established dietary policies and procedures. As a Utility worker, you are delegated the administrative authority, responsibility, and accountability necessary for carrying out your assigned duties.

**ROLE AND RESPONSIBILITY:**

* Prepare dishwater for operation, empties and cleans it when finished.
* Operate dish water to insure thorough cleaning of dishware and utensils.
* Keep all equipment, working areas, walls, floors and fans clean and orderly.
* Report any needed supplies, faulty working equipment, accidents, problems, etc.
* Make sure that needed supplies are on hand.
* Help out where needed during serving time.
* Empty paper and garbage cans.
* Wash pots and pans and may help unpack supplies.
* Sweep and mop kitchen floor, storage areas, cooler and freezer, and keep dining room floor clean daily.
* Carry soiled utensils, etc., to wash area.
* Return cleaned utensils to proper storage areas.
* Remove food trays from carts, dining rooms, etc., and take to dishwashing area.
* Performs all other duties as assigned by Dietary Manager or Assistant Dietary Manager

**KEY STRENGTHS AND REQUIREMNTS:**

* Must be able to push, pull, move, and/or lift a minimum of 50 pounds to a minimum height of 5 feet and be able to push, pull, move, and/or carry such weight a minimum distance of 10 feet.
* Must be flexible in willingness and ability to work beyond normal duty hours, including weekends, and in other situations as needed to meet the requirements of Magnolia Manor residents.

**EDUCATION / EXPERIENCE:**

* Must possess, as a minimum, a high school diploma or equivalent
* On-the-job training provided.