



Part Time Floater Job Description

Brockport Auxiliary Service Corporation at the State University of New York College at Brockport is recruiting for the following position and invites applications from interested individuals.

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| Job Title: Floater | Reports to: Immediate Unit Manager |
| Unit: Harrison Salary Grade: \$8.11-\$8.88 | Schedule: Varies |

Job Summary

To assist in various capacities, including food preparation in a food service operation

Work Performed

- Is capable of performing duties listed in the Job Descriptions for Food Preparation Specialist, Kitchen Helper and Custodian

Food Preparation Specialist

- Reads and interprets menu and follows recipes
- Checks and maintains quantity and quality of food
- Prepares food
- Supervises various other employees
- Checks food orders against daily menu
- Stocks kitchen; checks food for freshness where appropriate
- Operates and cleans kitchen equipment
- Uses required production techniques, i.e., braising, frying, broiling, etc.
- Maintains kitchen sanitation and safety
- Assists with training/supervising student and part-time employees
- Records necessary notation to production sheet
- Other related duties as assigned by management

Kitchen Helper

- Interprets menus to customers
- Accurately follows recipes with special emphasis on portion control and garnishing
- Serves food in a friendly and helpful manor
- Maintains and cleans work area
- Washes dishes, pots and pans
- Stacks dishes, glasses and silverware
- Takes care of dining area
- Removes trash
- Sets up and maintains food items; checks appropriate temperature of food on line
- Serves as cashier and LCR checker
- Serves as host/hostess
- Assists with training/supervising of student and part-time employees

- Other related duties as assigned by management

Custodian

- Cleans appropriate areas and equipment
- (i.e., sweeps, vacuums, mops, waxes, etc.)
- Empties waste receptacles
- Keeps inventory of cleaning material and supplies and orders appropriate replacements
- Reports shortages
- Arranges furniture
- Sanitizes facilities
- Supervises student employees
- Launders aprons, uniforms, linens, sheets, etc.
- Maintains cleaning supply storage area
- Assists with training/supervising
- Other related duties as assigned by management
- Operates and cleans equipment

JOB SPECIFICATIONS:

The position is very physical as such:

- Ability to bend, stoops, kneel, crouch and twist.
- Ability to stand for prolonged periods of time – all day if necessary.
- Repetitive Motion:
 - Simple grasping, firm grasping, fine manipulation, pushing, pulling and reaching.
- Dependability
- Punctuality
- Cleanliness
- Neatness
- Good physical condition
- Ability to lift a minimum of 50 pounds on a regular basis
- Accuracy in the performance of basic math skills
- Ability to get along well with others
- Ability to supervise
- A solid understanding of storage, sanitation and safety procedures
- Ability to operate appropriate equipment
- Specialized cleaning product knowledge
- Ability to effectively plain daily preparation of menu
- Flexibility; adapts well to changes
- Eagerness to acquire additional knowledge and experience

Qualifications:

- High School diploma or equivalent and two years of experience in food service and related fields, OR
- Four years of experience in food service and related activities
- Serv-Safe Certified

Date Posted: 12/9/11

Applications will continue to be accepted until the position is filled.

Apply to:

BASC at The College at Brockport
Human Resource Office – Brockway Hall
350 New Campus Drive
Brockport, NY 14420

Electronic submissions may be sent to:

bascjobs@brockport.edu

*Attachments must be in Microsoft Word, rich text format, or PDF file.

Contact Information:

Phone: (585) 395-2752

Fax: (585) 395-2663

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