



UNION JOB DESCRIPTION

JD556

JOB TITLE:	Food Service Worker I	JOB DESCRIPTION NO.:	40424
CLASSIFICATION:	Food Service Worker I	GRID/PAY LEVEL:	F 10
COLLECTIVE AGREEMENT:	Facilities Subsector	HSCIS NO.:	20001
UNION:	BCGEU; HEU	JOB/CLASS CODE:	40424
PROGRAM/DEPARTMENT:	General Support Services - Food Services	BENCHMARKS (If Applicable):	20001
REPORTING TO:	Manager or designate		
FACILITY/SITE:	HEU: Gorge Road Hospital; The Priory Hospital; Aberdeen Hospital; Glengarry Hospital; Saanich Peninsula Hospital; Queen Alexandra Centre for Children's Health; Lady Minto Hospital; BCGEU: The Summit at Quadra Village		

JOB SUMMARY:

In accordance with the Vision, Purpose, and Values, and strategic direction of Island Health (Vancouver Island Health Authority), patient and staff safety is a priority and a responsibility shared by everyone; as such, the requirement to continuously improve quality and safety is inherent in all aspects of this position.

Positions at this level perform a variety of duties within Food Services Operations such as portioning and serving meals, washing and peeling vegetables and fruit, preparing items such as tea, coffee and toast, and washing dishes and utensils.

TYPICAL DUTIES AND RESPONSIBILITIES:

1. Sets up meal trays with items such as condiments, utensils and napkins; portions out food and beverages on meal trays according to menu slips; loads, delivers, collects and unloads meal service wagons.
2. Portions out and serves food and beverages within a dining room and/or cafeteria operation; operates dispensing machines; puts away and brings out supplies as required; takes cash and/or meal tickets for items purchased.
3. Counts, weighs and/or measures ingredients for assigned food preparation area.
4. Makes beverages and food items such as tea, coffee and toast, assembles items such as sandwiches and salads.
5. Washes, peels and stores vegetables and fruit.
6. Strips, racks and washes items such as dishes, pots, pans and utensils; operates dishwashing and/or pot washing machines; stacks clean dishes and utensils; sets, clears and cleans dining tables.
7. Performs cleaning duties such as sweeping and damp mopping floors, cleaning counter tops, sinks, machines and equipment and spot washing walls and splash areas; removing garbage as required.
8. Performs clerical duties such as answering the telephone, filing, writing information on menu cards and checking cards against lists.
9. Prepares/sets up for all catered coffees and luncheons.
10. Performs other related duties as assigned.

QUALIFICATIONS:

Education, Training And Experience

Grade 10 or an equivalent combination of education, training, and experience. Food Safe Level 1 certificate.

Skills And Abilities

- Ability to communicate effectively both verbally and in writing.
- Ability to deal with others effectively.
- Physical ability to carry out the duties of the position.
- Ability to organize work.
- Ability to operate related equipment.