

# POT WASHER

## JOB DESCRIPTION



## KEY ACCOUNTABILITIES

- The major job is to wash china, cutlery and equipment in the dish wash, to avoid breakage.

## REPORTS TO

- All Pot washers working in the Galley report directly to the First Cook. The entire kitchen staff including the Pot washer is subordinate to the Executive Chef and ultimately to the Hotel Manager.

## SUBORDINATE PERSONNEL

- None

## AREAS OF RESPONSIBILITY

- He is responsible for the pot wash area.
- He washes properly all pots, pans and equipment. If requested he cleans, as well as the general cleaning of galley.
- He cleans and sanitizes the whole galley, fridge, freezer, including floors, walls, steps leading below and elevator according the USPH standard.
- He assists in all work as delegated by the Executive Chef.
- He is aware of all fire, safety and emergency procedures.
- He takes part in storage of food when required.
- He takes part in luggage handling when required.
- He performs other duties if necessary, since above stated describe only a regular working day.
- He assists in loading and unloading during the storage of food, beverages, consumables etc.
- He is available to work overtime if requested.
- Minimize breakage.
- Check daily the water temperatures and report immediately differences to the superior.

## CLEANING AND MAINTENANCE

- He is responsible for the proper cleaning and sanitary matters of his working area and/or as delegated by the Chef.

- He handles all working material and equipment with the necessary care and keeps it well cleaned.
- He reports all necessary repairs to his Superior.
- He is familiar with proper sanitation procedures and follows U.S. Public Health requirements.

## **DAILY ROUTINES FOR UTILITY/CLEANER – GALLEY**

### Morning

- Washes pots, pans and equipment
- Cleans vegetables, potatoes and salads as required by Cooks
- Assists Cooks as required
- Washes pots, pans, utensils and equipment if required
- Assists Cooks as required
- Assists service staff in returning luncheon items
- Washes, rinses and sanitizes whole galley after lunch including floor

### Evening

- Washes pots, pans utensils and equipment
- Assists Cooks as needed
- Checks all fridges, freezers and stores
- Cleans and arranges them
- Washes, rinses and sanitizes whole galley after dinner including floor

## **FOLLOWING DUTIES TO BE FOLLOWED ACCORDING TO EXECUTIVE/CHEF**

- General cleaning
- Cleans out all fridges, freezers and storeroom, then washes, rinses and sanitizes them

## **APPEARANCE/PERSONAL HYGIENE**

- The appearance of the entire personnel on board the ship reflects the reputation and image of the Company; therefore a great deal of emphasis is placed on a professional appearance.
- The Company expects you to maintain the highest standard of personal appearance and hygiene at all times.
- If in passenger areas full uniform is to be worn: hat, scarf, jacket, name tag, pants and proper shoes.

- Have a clean neat personal appearance.
- Special attention to grooming, hygiene care and clean and proper uniforms and shoes
- Hair must be well groomed, neat and not extend over the shirt collar and always be kept clean.
- A moustache is acceptable if kept neatly trimmed.
- Big earrings and big necklaces are not to be worn on duty and more than one moderate size ring is not acceptable.
- Smoking is not permitted while on duty.