

General Assistant, Carmichael - Dining Services
Tufts University

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Posted May 6, 2020, expired Sep. 18, 2020

Job Title General Assistant, Carmichael - Dining Services
Department
Institution Tufts University
Medford/Somerville, Massachusetts

Date Posted May 6, 2020

Application Deadline Open until filled

Position Start Date Available immediately

Job Categories Classified Staff

Academic Field(s) Dining Services

Job Website <https://tufts.taleo.net/careersection/ext/jobdetail.ftl?job=20001325>

Apply By Email

Job Description

Tufts Dining is a self-operated food service provider managing a comprehensive collegiate food service program on the Tufts University Medford-Somerville campus delivering high quality, contemporary and innovative food and hospitality services to meet the various needs of students, faculty, staff and visitors in a fiscally responsible manner. Our team operates a progressive resident dining program for approximately 4000 students as well as responsive retail services and a distinctive university catering program serving the campus community totaling 5500 undergraduates, 1700 graduate students, and 2300 faculty, staff and administrators.

The General Assistant will be responsible for providing service to our internal and external customer in a variety of ways including but not limited to cleaning, ware washing, pot washing, dish room, stocking, sweeping, mopping and the overall upkeep and sanitation and housekeeping of the unit. The General Assistant will wash pots, pans, utensils, air dry, and put it away in their designated areas for use. The

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General Assistant will be responsible for correctly using cleaning and sanitizing agents while also ensuring the water is at the proper temperature. General Assistants will keep the unit mop sink and custodial rooms organized and clean. Assist management's efforts to keep equipment, props and all supplies in their designated storage areas. The General Assistant will assist in moving equipment on and off dining vehicles in and outside of the Unit. The General Assistant will follow all established procedures for cleaning small wares and equipment. The General Assistant will also be responsible for ensuring that the proper disposal of trash, recycling, composting, and up keeping of storage bins/barrels and containers. The General Assistant may also be asked to assist with basic kitchen tasks. The General Assistant may at times need to provide support and assistance to assigned helpers.

Must demonstrate the ability to work under periods of fast pace and high pressure.

Qualifications

Basic Requirements:

Must be able to speak and understand the English language.

Must be able to lift 50 lbs.

The qualified person must be flexible and willing to learn and executing various jobs as needed. The successful individual must enjoy a high degree of customer (internal, external) contact and have a friendly and helpful attitude.

Preferred Qualifications:

GED or High school diploma

An employee in this position must complete all appropriate background checks at the time of hire, promotion, or transfer.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact



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