



## Job Description

<b>Job Title:</b>	Part-Time Dishwasher
<b>Department:</b>	Social Enterprise and Workforce Development
<b>Site Location:</b>	Inspiration Kitchens
<b>Reports to:</b>	Head Chef, Inspiration Kitchens
<b>FLSA Status:</b>	Non-Exempt

**Hourly Rate: \$16/hour**

**To Apply:** Please send cover letter and resume to Samara Henderson, Head Chef, at [shenderson@inspirationcorp.org](mailto:shenderson@inspirationcorp.org)

## Overview

In an atmosphere of dignity and respect, Inspiration Corporation helps people who are affected by homelessness and poverty to improve their lives and increase self-sufficiency through the provision of social services, employment training and housing. Since 1989, Inspiration Corporation has assisted thousands of individuals and families affected by homelessness, extreme poverty and recent incarceration each year - serving as a catalyst for self-reliance.

Inspiration Corporation programs are voluntary, and all service needs and goals are participant- driven. Our case management philosophy is strengths-based and trauma-informed. Inspiration Corporation practices harm reduction and focuses on reducing or minimizing the harm associated with high-risk behavior through motivational interviewing.

At Inspiration Corporation, employees live this mission by demonstrating the following Core Values. Inspiration Corporation believes that these Core Values are what makes the organization one of Chicago's leading facilitators of personal transformation, and a great place to work:

1. Communicate honestly
2. Act with compassion
3. Pursue growth and learning
4. Be humble
5. Take care of ourselves so we can help others
6. Work greater together
7. Create a fun and productive environment

## POSITION SUMMARY

The Part-Time Dish Washer key responsibilities are cleaning and sanitizing the dish station, dishware, cookware, service and food preparation areas and maintaining lavatory facilities. Additionally, assist with weekly restaurant prep, catering prep, meal production prep, and participants in foodservice training. Must be able to work weekdays and weekends, and work nights and holidays as needed.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned:

- Perform opening and closing duties as assigned by Head Chef.

- Work with staff and participants in maintaining a clean, orderly, and sanitized kitchen by washing dishes, sanitizing surfaces, equipment, and taking out trash.
- Correctly, place and store clean equipment, dishes, and utensils in assigned storage areas.
- Clean and sanitize food preparation areas and the lavatory facilities in accordance with Inspiration Kitchens policies and procedures.
- Ensure work areas remain safe, clean, and orderly, adhering to the agency's, local, and state guidelines regarding health, safety, and sanitation.
- Work with staff to receive, label, date and appropriately store all deliveries from vendors and donors while following standards for stocking, rotating, and storing all products through F.I.F.O. (First In First Out).
- Maintain a professional relationship with both students and co-workers.
- Report needs of essential working supplies to supervisor within a 3-day notice.

**EDUCATION, EXPERIENCE AND SKILLS:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The following requirements are representative of the education, experience and skills necessary for the position.

- Consistent and timely attendance.
- Familiar with general kitchen equipment, catering equipment and appliances.
- Ability to understand and meet restaurant standards for health, safety, and excellence.
- Patience with the ability to stay positive, perform under pressure, complete work on time while maintaining focus in a fast-paced environment.
- Manual dexterity to operate cooking tools such as knives.
- A team player with good communication skills.
- Able to follow instructions.
- Ability to bend, stretch, lift, carry and/or move heavy material.
- Physically able to stand for long periods.
- High school diploma or equivalent.
- Prior experience as a dishwasher and/or restaurant server is preferred.
- A valid driver's license and clean driving record.
- A valid Chicago Food & Sanitation License is required and must be obtained within 30 days of position start date (training provided).

**PHYSICAL DEMANDS:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is required to stand, walk, talk and hear. The employee frequently is required to walk and stand for long periods. The employee must be able to lift and/or move up to 50 pounds.

**WORK ENVIRONMENT:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. The Part-Time Dish Washer will work a maximum of 25 hours per week in accordance with the demands of meals, catering restaurant services, and foodservice training, which may include early mornings, days, evenings, weekends and functions as, required.

*Inspiration Corporation is an equal opportunity employer.*