

DIETARY AIDE

JOB DESCRIPTION

JOB SUMMARY: Maintains a clean and efficient dining room. Responsible for disinfecting and setting up the tables, refilling all supplies, and cleaning the dining room after each meal. Assists the Nutritional Service team as needed in food preparation, keeping food preparation areas clean, and dishwashing, Responsible for routine and special daily cleaning assignments as detailed in the procedure manual and as assigned.

REPORTING RELATIONSHIP:

Supervised by: Dining Services Director
Positions Supervised: None
Interrelationships: Residents, family, and other health care team members

QUALIFICATIONS:

Educational/Degree 1. Shall be at least sixteen years of age.

Knowledge/Skills/Ability 1. Attends all staff meetings, staff development programs and continuing education programs as required
2. Adhere to all Department, Administrative and Personnel Policies

JOB RESPONSIBILITIES

1. Deliver the most appealing dining experience possible to all those utilizing the facility.
2. Organize and prioritize responsibilities to ensure the appearance and efficiency of the dining area.
3. Cooperate and work as a teammate with the cooks to help them meet the schedule and serve an enjoyable meal to all those dining in the facility.
4. Adhere to all facility standards of receiving, storage, and handling of foods
5. Obey sanitation, safety standards and cleaning procedures at all times.
6. Report defective or substandard equipment or food products to your supervisor.
7. Interacts with nutritional service team to ensure timely production of meals.
8. Works closely with cooks to assist in keeping work areas and equipment clean.
9. Follow directions and prioritize responsibilities to meet the scheduled and unscheduled needs of the nutritional team.
10. Aids in the preparation of foods as needed to meet meal schedules.

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS

POSITION TITLE: DIETARY AIDE

The physical demands and work environment The following factors are representative of those that must be met by an employee to successfully perform the essential functions of this job.

PHYSICAL ACTIVITIES	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Stand				X
Walk				X
Sit		X		
Use hands to finger, handle or feel			X	
Climb or balance		X		
Stoop, kneel, crouch, or crawl				X
WEIGHT & FORCE DEMANDS	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Lifting Up to 10 pounds				X
Lifting Up to 25 pounds				X
Lifting Up to 50 pounds			X	
Lifting Up to 100 pounds		X		
Lifting More than 100 #		X		
Pushing, Pulling Up to 10 pounds				X
Pushing, Pulling Up to 25 pounds				X
Pushing, Pulling Up to 50 pounds			X	
Pushing, Pulling Up to 100 pounds		X		
Pushing, Pulling More than 100 #		X		
MENTAL & PSYCHOLOGICAL DEMANDS	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Direct, Control, and Plan Work Activity	X			
Irregular Hours		X		
Read, Write, Speak the English Language				X
Follow Oral and Written Instructions				X
Possess Interpersonal Skills				X
Work Independently				X
Subject to Frequent Interruptions				X
Cope with Mental & Emotional Stress				X
Demonstrate Emotional Stability				X
Cope with Fast Paced Environment				X

ENVIRONMENTAL FACTORS	Low	Moderate	High
Exposure to Blood and Body Fluids	X		
Exposure to Odors		X	
Exposure to Temperature and Humidity changes			X
Exposure to Toxic Chemicals/Cleaning Products		X	
Heat Exposure (>85 degrees)	X		
Cold Exposure (<50 degrees)	X		
Noise Level		X	

SENSORY REQUIREMENTS (With or Without Adaptive Device)	REQUIRED
Close Vision	X
Distance Vision	X
Color Vision	X
Peripheral Vision	X
Hearing	X
Speech	X
Tactile	X
Smell	X
Taste	X