



# Food Service JOB OVERVIEW

Food service staff work as a team to prepare food for 275 campers and 125 staff. There is significant cleaning involved in all locations to ensure safe and sanitary conditions.

## MINIMUM QUALIFICATIONS

- minimum age of 16 years
- desire and ability to work in a high volume camp kitchen serving 350+ people
- previous experience working in food service, retail store or cafe is desirable
- ability to accept supervision and work well with others

## ESSENTIAL FUNCTIONS

- physical ability to lift, load, unload and move food, inventory and supplies
- ability to determine cleanliness of facilities, dishes and food contact surfaces
- ability to use food service equipment safely and recognize possible hazardous conditions and notify the food service director
- ability to understand and follow both verbal and written directions/instructions for assigned tasks

## GENERAL RESPONSIBILITIES

Food service staff will be asked to share responsibilities for the following jobs; cook's helper, salad bar person, pot washer, dishwasher operator, cafeteria and dining room cleaner, desserts person, food server. All staff should arrive for work in clean attire and be ready to work. All staff will be expected to assist in any food service areas as requested by the food service director.

### Food

- prepare food and drink items as directed and according to food sanitation codes
- refill food and drink items as necessary during and after serving times
- serve food and drink items in an expedient, clean, and courteous manner

### Cleaning

- maintain a clean and safe work environment according to sanitation codes for your designated area of responsibility
- clean assigned food and drink areas
- wash dishes, glasses, silverware, utensils, and pots & pans
- sweep, mop, and clean kitchen, dining room
- wipe off tables, chairs, counters, etc., after every food service and refill all accompaniments
- take out trash to designated disposal areas

### Storage

- assist in unloading and putting away all deliveries and supplies
- stock and rotate items daily according to set standards
- complete inventories as directed

Keep in mind that these are not the only duties. Some duties may be added or reassigned as necessary. This position is dynamic.

## DATES AND HOURS

Daily schedules are arranged around serving times.

## HOW TO APPLY

All prospective staff members must complete an online application found at our website, [www.international-sports.com](http://www.international-sports.com). Once your application is accepted, you will be contacted for an interview. For any additional questions or concerns, please contact Chef Rick at 570-620-2267.

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## GENERAL RULES

The food service staff is responsible to camp owners, camp directors, and the food service director. All staff members are expected to abide by all policies and procedures with a positive attitude and to assist in enforcing said policies. Potential staff members should understand that campers' needs for health, safety, and happiness come first. It is the staff's responsibility to provide a positive learning experience in a safe and clean environment so that campers feel good about themselves and their accomplishments.

1. Illegal drugs, weapons, alcohol and smoking on camp grounds are strictly forbidden. Abuse of this policy is grounds for immediate dismissal.
2. Cell phones and internet enabled devices may only be utilized during non-work hours and in designated areas. Abuse of this policy shall lead to confiscation of said items. All staff must have their personal social media pages set to private.
3. Staff fraternization with campers and CIT's is strictly forbidden and is grounds for immediate dismissal. Furthermore, directors are not permitted to fraternize with their immediate staff members.
4. Coed visitation is strictly forbidden in restricted areas and is grounds for immediate dismissal.
5. Appropriate dress is required.
6. Follow and comply with all rules, regulations, policies and procedures outlined in the ISTC staff handbook.