



# Infinity Brazil

## **GALLEY UTILITY**

### **Position Summary:**

Ensures proper and efficient cleaning and sanitation of assigned area (i.e.: pot washer, glass washer, dish washer, garbage room, et al) within the hotel operation, according to the United States Public Health regulations. This position is also charged with ensuring that the assigned area is stocked and re-stocked to ensure that the galley staff always has the tools and utensils the guests require. Assists in the set up and break-down of special events, as needed.

### **Principal Duties and Responsibilities:**

Ensures that the assigned galley area is stocked and re-stocked with clean and sanitized supplies and utensils. Responsible for maintaining clean and organized work area.

Responsible for the safe, accurate and temperature-controlled storage of all products and supplies.

Operates the dishwashers in the assigned work area, and coordinates with the maintenance department if they are not working properly.

Supports staff to maintain the food and service schedule of the assigned galley area.

Assists in the set-up and break-down of special events as instructed by management.

Ensures that all cleaning supplies are stocked and available at the beginning of each work shift.

Performs other related duties as assigned or as directed. The omission of specific duties does not preclude the supervisor from assigning duties that are logically related to the position.

Must be familiar with the Safety and Environmental Protection Policy and the SEMS, and carry out the policies and procedures appropriate for his/her position.

## **Experience**

Minimum of 6 months in kitchen operations or general cleaning.

- Written and spoken English.
- Communicate effectively with the senior management.
- Must be cost and quality conscious.

\*this job description is to be considered as a general reference of duties and responsibilities for the position as it might change according to ship and cruise line.

Effective: Jan/2020