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| TITLE | Steward |
| REPORTING TO | Restaurant Chef/ Sous Chef/ Restaurant Manager & Assistant Restaurant Manager |
| DIRECT REPORTS | N/A |
| INDIRECT REPORTS | N/A |

JOB PURPOSE

- To provide a clean and safe environment and ensure care of equipment

KEY JOB RESPONSIBILITIES

- Handle the dishwashing machine accordingly to given guidelines
- Handle and store chemicals
- Ensure clean, neat and organized work areas, which includes the stewarding, kitchen, service and back of house areas
- Utilize a cleaning compounds, chemicals and materials
- Ensure are needed supplies are on hand and request additional provisions
- Complete opening and closing duties to ensure sufficient mise-en-place is on hand, set-up and break-down is completed and the outlet and it's work areas are clean and tidy
- Clean, dust, sweep, mob, scrub, wash, strip and both areas and equipment's as required
- Communicate (verbally or in writing) in a polite, respectful and efficient mode to all concerned parties
- Follow proper payroll and uniform procedures, as well as the rules and policies of the company
- Handle property, equipment, uniform and cleaning products with care and take ownership, this includes the retrieving, stocking, cleaning and service of all these items
- Respond properly to emergency or safety situations
- Support your team and counter-parts in any way possible, accordingly to the business needs
- In case of guest interaction, provide respectful and polite service
- Perform other tasks or projects as assigned by management staff
- Sort garbage accordingly to given guidelines



ESSENTIAL SKILLS

FUNCTIONAL LEVEL

- Able to handle chemicals safe and accordingly to give guidelines
- Knowledge and Care about equipment
- Able to stand, walk, carry, lift and physical help others throughout the 9 hour shift

INTERPERSONAL LEVEL

- Implements ethical values to the job and work team
- Treats every person with respect and dignity
- Personal hygiene and grooming

PROBLEM SOLVING

- Anticipates peers needs and inform management immediately in case a problem arises
- Ensures safety and care for guests, co-workers, F&B and equipment
- Abides to Health regulations
- Reports any internal conflict to the management

LANGUAGE SKILLS

- Fluent in Arabic verbally as well as written
- English communication knowledge beneficial

EDUCATIONAL BACKGROUND

- Bachelor or Hospitality Degree preferred

PROFESSIONAL EXPERIENCE

- Service experience in hotels and restaurants preferred

I have read and understand that I am responsible for executing the responsibilities of this job description.

Employee Signature

Date

**Human Resource
Signature**

Date
