



## **Job Description**

**Job Title:** Steward  
**Reports To:** Executive Chef  
**FLSA Status:** Non-Exempt  
**Department:** Food and Beverage  
**Division:** Stewarding

**Duties and Responsibilities** include the following. Other duties may be assigned.

- Load, run and unload dish machine.
- Keep the dish machine clean and report any functional or mechanical problems immediately.
- Monitor dish machine water temperature to ensure sanitary wash cycle.
- Wash and store all tableware and kitchenware.
- Keep dishroom clean and organized.
- Maintain adequate levels of clean tableware for dining room and kitchen.
- Bag and haul dishroom trash to dumpster at designed times.
- Handle tableware carefully to prevent breakage and loss.
- Maintain adequate levels of dish detergents and cleaning supplies.
- Clean food preparation and production areas as required.
- Be available to fill in as needed to ensure the smooth and efficient operation of the restaurant as directed by the restaurant manager or Chef.
- Aid and assist chefs in daily preparation of items, goods and inventory.