

## **CASUAL FOOD WAREHOUSE WORKER (incl Retail Warehouse)**

**Location: Cape May, NJ**

**Hourly Rate: \$10.00 - \$12.25 new rate effective 3/31/19**

**Opening Date: March 15, 2019 Closing Date: Until Filled**

### **I. POSITION SUMMARY**

The Casual Warehouse Worker is responsible for performing a wide variety of food service functions required in the daily operation of food service operations. The work consists of receiving, storing, issuing and delivering food, beverage and supply items to and from various food service locations. All employees in this position are responsible for inventory control, according to established handling guidelines, for maintaining the cleanliness of food, beverage and supply storage areas, and must wear the designated uniform. Employees must be familiar with, and comply with, safe food handling practices with regard to employee health and cleanliness, appropriate clothing and overall food protection. This position is part-time with no guaranteed minimum number of hours, nor are there any guaranteed assignments.

### **II. ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Receives, stocks, maintains and monitors par levels of food, beverage and supplies, according to established guidelines; issues and delivers items to assigned locations maintaining chain of custody and recording temperatures according to FDA guidelines
- Maintains, in clean and sanitary condition, all warehouse storage areas and equipment, including refrigerators and freezers, according to established procedures
- Correctly, appropriately and safely uses all warehouse equipment
- Responsible for following established safety practices while performing duties to protect self, co-workers, and the public from injury and/or illness, while properly and safely using, and caring for, DRBA equipment and facilities
- Assists in keeping inventory records, monitoring and maintaining established par stock levels of food, beverage and supply items
- Completes physical inventories, at various food service locations, as assigned, and assists in keeping inventory records
- Performs other related duties, as assigned by Supervisor or Manager
- Provides the highest level of customer service and professionalism to all internal and external customers

### **III. REQUIRED KNOWLEDGE, SKILLS AND ABILITIES**

- Ability to understand and execute verbal and written directives
- Knowledge of safe food handling practices for foodservice
- Knowledge of safe work practices, including correct, appropriate and safe operation of warehouse equipment; knowledge of shipboard hazards, if working aboard vessels
- Ability to keep records and maintain inventory and supplies at established par levels and maintain delivery logs
- Ability to effectively communicate with guests, co-workers and supervisors
- Frequent lifting and/or carrying of up to 50 pounds (the assistance of another person and/or a mechanical device is recommended for anything over 50 pounds); frequent stooping, crouching, bending, kneeling, twisting and/or full limb extension; up to 100% of working day will be spent standing and/or walking
- Occasional use of cleaning chemicals (see MSDS sheets)
- May require working in temperature conditions exceeding 90°F; occasional exposure to below-freezing temperatures (walk-in freezer)
- Ability to provide superior customer service to everyone by responding in a courteous and efficient manner

### **IV. TYPICAL WORK ENVIRONMENTS**

- Commercial Foodservice Operation / Warehouse Facilities

### **V. LICENSES, REGISTRATIONS AND/OR CERTIFICATES**

- A Transportation Worker Identity Card (TWIC) is required (process to obtain documents is guided by DRBA/CMLF)
- Valid driver's license (Cape May, NJ)
- ServSafe certification is preferred

### **VI. REQUIRED EDUCATION AND EXPERIENCE**

- Must be at least 18 years old
- High school diploma or equivalent or equivalent related experience
- Previous experience in the foodservice industry and/or stocking/warehouse experience is preferred, but not required

### **VII. ADDITIONAL REQUIREMENTS**

- Applicants will be subject to a background check and pre-employment drug test
- Delaware River and Bay Authority requires all employees to have direct deposit with a financial institution or enroll in the payroll card program to receive their bi-weekly pay
- Required to comply with established dress and jewelry code while on duty
- Must be available to work irregular hours, and, adapt to variable workloads and tempos

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**If you are interested in applying for this position please complete the on-line application at [www.drba.net](http://www.drba.net). In addition, you also have the option of attaching a resume to the completed application.**