

TITLE: Pantry
DEPARTMENT: Culinary
REPORTS TO: Executive Chef
EXEMPT STATUS: Non-Exempt

FUNCTION: Serves as preparer for salads and other cold food for the Brays Island Plantation Restaurant. Ensures that all programs and services are conducted and fulfilled in a manner consistent with the goals and objectives of Brays Island Plantation.

DUTIES AND RESPONSIBILITIES:

1. Prepares all salad items before each shift (washes and cuts lettuce, vegetables, fruits, meats, etc.) and maintains product levels during service hours such as anti-pasta displays, cheese displays, potato salad, desserts and sauces daily, etc.
2. Prepares salads and other cold items for special functions and events.
3. Makes sandwiches according to restaurant recipes and standards, including events, to go and drop off.
4. Cleans equipment and ensures that pantry area, refrigerator and walk in are clean and neat.
5. Sets up, maintains and breaks down salad prep station.
6. Identifies products needed, including advance of shortages, to Chef.
7. Maintains safety in work area.
8. Maintains highest sanitary standards.
9. Covers, dates and neatly stores re-usable leftover products, label product and initial.
10. Ensures that food products are used before they spoil.
11. Wash all dishes in dishwashing machine or by hand.
12. Other assigned duties as specified by supervisor.

PHYSICAL REQUIREMENTS:

1. Capable of working extended hours, to include weekends and holidays as necessary.
2. Able to see well enough to read faint or partially obscured writing or printing, with corrective lenses if needed.
3. Must be able to speak English in a clear and understandable voice so that various types of communications may be conducted with people of various levels of education and capabilities.
4. Position involves kneeling, stooping, bending, pushing, shoving, lifting, carrying and moving objects that can weigh up to 60 lbs. This can occur throughout the day.
5. This position will alternate between working indoors in a controlled climate and with proper lighting, to an outdoors setting with variable climate and lighting.
6. Must be able to interact with all types of individuals, be mentally alert, detail oriented, and with good reasoning skills.
7. Must be able to adapt to the climate with marked changes in temperature from the heat in the kitchen area to the cold of refrigerated areas.

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8. Must be able to transport oneself throughout the plantation including but not limited to the golf course, restaurant, and other community areas. Must have valid state driver's license.
9. Must be mentally alert and detail oriented with good reasoning skills.
10. Must keep neat and clean appearance, nail cut, clean uniform, etc.

ENVIRONMENTAL REQUIREMENTS:

1. Must be able to work on more than one assignment at a time with frequent interruptions, changes and delays. Must be able to remain focused and work effectively, efficiently, and cheerfully under such circumstances.
2. Must be able to work effectively and cheerfully in an environment which may be stressful due to adversarial situations resulting from the proper performance of duties.
3. Must be able to work in a well-lighted, temperature controlled area sufficient in size to allow freedom of movement to accomplish tasks. May also be exposed to the outdoor elements in an uncontrolled temperature with varied lighting.

EDUCATION AND EXPERIENCE:

1. Minimum 6 months working experience or aptitude to train.
2. Knowledge of proper methods of food preparation, including proper sanitation procedures, highly desirable.

This is not necessarily an exhaustive list of all responsibilities, skills, duties, requirements, efforts or working conditions associated with the job. While this is intended to be an accurate reflection of the current job, management reserves the right to revise the job when circumstances change; e.g., emergencies, rush jobs, changes in personnel, workload, technological developments, etc.