

Cypress Bend

| DHFS Title | Internal Title | Description | Direct experience required? | Required to lift 50 lbs? | Exposed to extreme temperatures? |
|---------------------------|--------------------|---|---|--------------------------|--|
| Building Attendant | Pots and pans | Washes pots and pans, following the 3-sink compartment method and operates dish machine. Ensures all dishes are cleaned, sanitized, and heat dried. Empties and takes out trash, compost, and recycling. Keeps items on dirty pans rack organized and returns clean items. Cleans kitchen and work area and wipes down all sinks, walls and counters. Cleans and flushes floor drains, sweeps, and mops. Follows all food, physical safety, and sanitation guidelines set for DHFS. Follows all policies and procedures of the University and DHFS. Follows all instructions given by supervisors. Required to stand for extended periods of time. Provides exceptional customer service to both internal and external customers in a facility that serves about 1,600 meals per day. Requires the ability to work with a sense of urgency in a fast paced/high production environment. Must be able to understand direction that is given to them in English. Other duties as assigned. | NO | YES | YES Dish room is wet, hot, and humid. |
| | Cashier | Properly handles cash, credit card, and UT ID transactions while following the DHFS cash handling policy. Prepares cashier booth for opening by securing cash from supervisor. Closes cashier booth, and accounts for/turns in all monies and tickets received during a shift. Counts till at beginning of shift and balances till at end of shift. Accurately identifies all items and rings them up accurately. Follows all policy and procedures of the University and DHFS for money handling and deposit reconciliation at end of shift. Responsible for keeping current with all specials and pricing. Ability to understand and keep current with cash register (MICROS) and updates from DHFS. Assists with stocking: grab & go coolers, drinks and soup station stocked, convenience store shelves, and condiments. Assists with other duties including making coffee and all hot drinks and taking and recording temperatures. Assists with keeping location clean: cleaning dining room, taking out trash, changing out condiments, and cleaning outside patio. Closing shifts: break down all equipment at end of night, clean, sweep, and mop. Follows all food, physical safety, and sanitation guidelines set for DHFS. Follows all policies and procedures of the University and DHFS. Follows all instructions given by supervisors. Required to stand for extended periods of time. Provides exceptional customer service to both internal and external customers in a facility that serves about 1,600 meals per day. Requires the ability to work with a sense of urgency in a fast paced/high production environment. Must have strong communication skills and be able to communicate with customers in English. Requires strong attention to detail. Other duties as assigned. | NO Prefer prior cashier experience | NO Up to 35 lbs. | YES Enters coolers and freezers. Freezer jacket and gloves will be provided. Outside patio is exposed to weather and is not climate controlled. |
| Food Prep | Grill | Prepares and assists in the production of food. Labels and dates food. Assists with basic cooking, using fryers, grills, and ovens. Follows simple recipes and utilizes knife skills. Takes temperatures of food and refrigerators according to food safety procedures. Assists with stocking: grab & go coolers, drinks and soup station stocked, convenience store shelves, and condiments. Sets up and breaks down serving line and equipment. Assists in routine cleaning to ensure the working area is cleaned and sanitized throughout the shift. Cleaning tasks include but are not limited to sanitizing counters, utensils, and floors. Keeps refrigerators and stock rooms clean and organized. Follows all food, physical safety, and sanitation guidelines set for DHFS. Follows all policies and procedures of the University and DHFS. Follows all instructions given by supervisors. Follows procedures to take care of customers affected by food allergies. Required to stand for extended periods of time. Provides exceptional customer service to both internal and external customers in a facility that serves about 1,600 meals per day. Requires the ability to work with a sense of urgency in a fast paced/high production environment. Must have strong communication skills, be able to communicate with customers in English, and be able to read and write in English. Maintains open communication and works in a team environment. Requires strong attention to detail. Other duties as assigned. | NO Preferred | YES | YES Enters coolers and freezers. Freezer jacket and gloves will be provided. Heat from ovens, grills, fryers, hot wells, etc. |
| | Burrito Salad Deli | Prepares and assists in the production of food. Labels and dates food. Follows simple recipes and utilizes knife skills. Takes temperatures of food and refrigerators according to food safety procedures. Serves customers directly from the line, following portion size guidelines and answering any questions regarding the menu. Assists with stocking: grab & go coolers, drinks and soup station stocked, convenience store shelves, and condiments. Sets up and breaks down serving line and equipment. Assists in routine cleaning to ensure the working area is cleaned and sanitized throughout the shift. Cleaning tasks include but are not limited to sanitizing counters, utensils, and floors. Keeps refrigerators and stock rooms clean and organized. Follows all food, physical safety, and sanitation guidelines set for DHFS. Follows all policies and procedures of the University and DHFS. Follows all instructions given by supervisors. Follows procedures to take care of customers affected by food allergies. Required to stand for extended periods of time. Provides exceptional customer service to both internal and external customers in a facility that serves about 1,600 meals per day. Requires the ability to work with a sense of urgency in a fast paced/high production environment. Must have strong communication skills, be able to communicate with customers in English, and be able to read and write in English. Maintains open communication and works in a team environment. Requires strong attention to detail. Other duties as assigned. | NO | YES | YES Enters coolers and freezers. Freezer jacket and gloves will be provided. Heat from ovens, grills, fryers, hot wells, etc. |