

## **KITCHEN STEWARD - EXPLORA JOURNEYS**

## **JOB PURPOSE**

An exciting opportunity exists for a world class Kitchen Steward to join our newly created luxury travel brand "Explora Journeys". Responsibilities include to supervise and maintain the overall cleanliness of the Galleys and adjacent areas assigned to the F&B Department.

## **KEY ACCOUNTABILITIES**

• Must be familiar with the entire operation and a total understanding of USPH Rules and Regulations;

• Responsible for the cleanliness and working condition of all cleaning and washing equipment;

- Supervise and help the Utilities Dishwasher during the peak hours to prevent equipment loss and Breakage;
- Manages the inventory of cleaning Materials & Chemicals;

• Responsible for the cleaning and storage in the assigned locker of kitchenware items that are not used on a daily basis such as ramekins cups, molds and snail dishes and small pastry equipment;

• Will control the garbage segregation as per Company's Policies making sure that the personnel follows it;

• Must have his assigned area ready for United States Public Health simulated inspection either done by the F&B Manager or the actual inspectors;

• Must be familiar with all Ships events regarding the Food Operation to ensure that all venues start and finish at the designated times (including Water & Juice set up for Embarkation and Tender service);

• Follow the set up and cleaning operation of the Host Mess;

• Assist with the Loading Operations;

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• Must have an understanding of how Time and Attendance operates and be familiar with the work schedule hours/week and supporting documentations. Will monitor daily the time cards of his subordinates for accuracy;

•Ensure that all safety procedures are followed.

## **QUALIFICATIONS (skills, competencies, experience)**

• Must be able to communicate effectively in English (oral and written); any other languages are considered a plus;

- Previous experience in Hotel Stewarding Department;
- Elementary and middle school (8th grade) or higher.

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