

## *Dining Aide*

**Department:** Dietary

Wage: Hourly

**Reports to:** Unit Supervisor

### **Minimum Qualifications:**

- \*High school student, graduate or equivalent.
- \*Able to accept direction, and willing to complete a variety of tasks as assigned.
- \*Good communication and time management skills. Able to speak and read English.
- \*Willing to promote physical, psychological, emotional, spiritual; and social well-being of the aged in accordance with the core philosophy of the Little Sisters of The Poor.
- \*Possessing a spirit of cooperation, in order to create a home-like atmosphere conducive to promoting the wellness of each individual resident.
- \*Flexibility to work the days and hours assigned, as well as a variety of work tasks.
- \*Ability to perform essential duties described below.

**Work Environment:** Primarily Indoors

**Work Pace:** Self-paced, requiring ability to work effectively in an often-times fast-paced environment.

### **Essential Duties:**

- \*Prepare dining areas for meals, setting tables gathering supplies as needed.
- \*Assist with delivery, set up, application of condiments, cutting food, etc. for resident meal service.
- \*After each meal, bus tables, return carts to kitchen, deliver soiled napkins and table linens to laundry, report individual resident food intake as warranted.
- \*Remove garbage and recyclable items to dumpsters outside facility.
- \*Monitor and deliver dietary supply inventory for area assigned.
- \*Monitor refrigerator cleanliness, temperature, and foodstuffs stored for identification, freshness, and proper disposal.
- \*Deliver and pass nutritional supplements/snacks as assigned.
- \*Other duties as assigned.

### **Physical Demands:**

Sitting: 0-1/2 hour in a 6 hour shift. Alternates frequently to walking and standing.

Walking: 2-3 hours in a 6 hour shift. Alternates frequently to standing, and occasionally to sitting.

Standing: 3-4 hours in a 6 hour shift. Alternates frequently to walking, and occasionally to sitting.

### **Frequency:**

Never = 0% Rarely = 1-10% Occasionally = 11-33% Frequently = 34-66% Continuously = 67%+

### **Lifting:**

<u>Weight</u>	<u>Frequency</u>	<u>Objects</u>
1-10 lbs.	Occasionally	Trays, various resident supplies
11-20 lbs.	Rarely	Various resident supplies
21-50 lbs.	Never	

### **Carrying:**

1-10 lbs.	Occasionally	Trays, various resident supplies
11-20 lbs.	Rarely	Various resident supplies
21-50 lbs.	Never	

**Job Description: Dining Aide (continued)**

***Other Physical Activity:***

Bending:	Occasionally
Squatting:	Occasionally
Kneeling:	Rarely
Climbing:	Rarely
Crawling:	Never
Reaching:	Frequently
Grasping:	Frequently
Fine Manipulation:	Occasionally

**APPLICANT DECLARATION:**

I, \_\_\_\_\_ have read this job description for Dining Aide for  
(Applicant Name-Please Print)

Little Sisters of The Poor and feel I meet the qualifications and requirements as outlined. To the best of my knowledge, I believe that I can perform these duties.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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