**Position Purpose**
The Kitchen Steward represents White Oak’s café with the highest standard of excellence in kitchen cleanliness and organization. The primary purpose of the position is ensuring the kitchen is clean, well-maintained and organized at all times. The Kitchen Steward will maintain a proper level of clean inventory with a high standard of cleanliness according to White Oak standards.

**Essential Duties and Responsibilities**
The essential duties and responsibilities of this position include the following. Other duties may be assigned.

- Ensure all equipment is clean and in good working order;
- Check all chemical levels and inventory;
- Wear all PPE as according to White Oak standards;
- Review Guest Event information;
- Adhere to all sanitation guidelines;
- Assist the Chefs and Servers as necessary;
- Ensure all items are clean according to sanitation guidelines;
- Maintain a clean and organized work area;
- Monitor proper tank temperatures and chemicals;
- Report all breakage;
- Complete day-end dishwasher maintenance;
- Clean all soiled items;
- Assist with garden maintenance;
- Remove trash and recycling;
- Sweep and Mop;
- Clean, sanitize and close workstations;
- Perform other duties as directed.

**Minimum Qualification Requirements**

- Able to work days, evenings and/or weekends, and holidays;
- Clean, with good hygiene habits;
- Communicates effectively;
- Detail-oriented;
- Multi-tasks efficiently;
- Organized, accurate and reliable;
- Prioritizes and works efficiently with limited supervision;
- Professional attitude and expectations;
- Positive and upbeat attitude;
- Recognizes and resolves problems quickly and efficiently;
- Florida or Georgia Driver’s license required.
- Must pass pre-employment drug test, and may be asked to complete background check.
Physical Demands and Working Conditions

Environment:
- Indoor/outdoor environment subject to changing conditions and temperatures exceeding 90 degrees at times.
- Changing priorities and interruptions

Physical Demands:
- Standing and walking for extended periods of time.
- Occasional bending, kneeling, or crouching.
- Reaching overhead, above the shoulders and horizontally.
- Lifting, carrying, pushing, and pulling object(s) weighing up to 50 pounds.

Why work for White Oak?
- Work for a mission driver conservation organization
- Competitive salary with bonus potential
- Three health plan options to meet you and your family’s needs
- Affordable dental and vision coverage
- 100% company-paid life, short-term, and long-term disability insurance
- 401(k) retirement plan with a company matching contribution that is all yours on your first day of employment

Interested candidates should send cover letter and resume to: careers@white-oak.org