

## Job Summary

**Order Number:**

NY1366215

**Date Job Order Received:**

04/14/2021

**Number of Openings:**

5

**Company Name:**

Newfane Rehabilitation & Health Care Center

**Job Title:**

Dietary Assistant

**Minimum Experience Required:**

1 year

**Job Description:**

Newfane. Dietary Assistant. Newfane Rehabilitation & Health Care Center. FT/PT. 1st Shift, 2nd Shift. Benefits. Under the supervision of the Dining Services Director/Account Manager or their appointee, employees occupying the position of Wait Staff provide professional, friendly service of meals in accordance with Healthcare Services Group, Inc. and the State Department of Health established policies and procedures. The employee understands the daily menu offerings, and serves prepared food and beverages on plated/trays in accordance with tray tickets while interacting appropriately with residents, family members, client, other personnel and the public. The employee consistently embodies the characteristics necessary to drive the Companys Purpose, Vision, Values, and DNA. Customer Service. \* Interacts appropriately with, and remains courteous, considerate and cooperative when communicating with residents, family members, client, other personnel and the public. \* Develop and maintain a good working rapport with inter-department personnel as well as with other departments within the facility to ensure that food service can be properly maintained to meet the needs of the residents. Other. \* Sets up, cleans up and properly stores food, supplies and dishware needed for meal service in the kitchen, service stations and in dining locations \* Practices safety, infection control, and emergency procedures according to facility policies. \* Attends in service education and staff meetings as required. \* Performs other duties as assigned by the Cook or Dining Services Director/Account Manager. Food Preparation/Delivery \* Prepares trays with hot and cold foods and beverages as written on tray tickets. \* Reviews tray card to assure that current food information is consistent with foods to be served. \* Ensure that appropriate equipment and utensils (dishes, glasses, cups, and eating utensils) are provided with the residents meal tray. \* Serves meals in a timely, courteous and professional manner as appropriate. \* Inspect special diet trays to ensure that the correct diet is served to the resident. \* Transports and serves trays at meal delivery. \* Cooperates with all serving and kitchen staff

**EXPERIENCE QUALIFICATIONS:** \* A high school diploma or equivalent is preferred. \* Specialized training in dining services is desirable. \* Knowledge of serving techniques, food safety/sanitation requirements and procedures preferred. \* May be required to successfully

complete an approved sanitation and safety course (ServSafe). \* Ability to develop constructive working and interpersonal relationships with colleagues and residents. \* Ability to read, speak and understand English, follow directions and complete tasks. \* Dependable, with ability to follow time schedules for meal preparation and serving. \* Maintains a neat, clean, well groomed appearance. \* Problem solving and decision making skills \* Service orientation and excellent organizational skills \* Active listening and effective communication competencies \* Ability to read and accurately apply requirements of food tray cards. \* Written and oral communication skills. \* Ability to interact positively with residents, client and other personnel and the public. \* Must provide a criminal background check. To apply, contact the employer by telephone, or by email: Phone: Ronson, Carol (716) 778-7111 ext. 324 Email: cronson@newfanerehab.com

**Job Location:**

Newfane, New York

**Pay:**

\$12.50 Hourly

**Benefits:**

Health Insurance, Vacation, Sick Leave, Holidays

**Hours per Week:**

37

**Duration:**

Full Time, Regular

**Work Days:**

Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, Sunday

**Shift:**

Varies

**Public Transportation:**

Information not provided.

**Minimum Education Required:**

GED

**Driver Licenses, Including Endorsements:**

No Driver License requirements specified.

**How to Apply:**

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