

International Cruise Services, Inc.

P O S I T I O N D E S C R I P T I O N

Position Title: **Utility Cleaner**

Department: **Food**

Sub-Department **Non Culinary**

Reports To: **Sanitation Officer, Kitchen Steward, Head Utility Cleaner**

Direct Reports: **Not Applicable**

Position summary

The Utility Cleaner is responsible to clean and maintain the Galleys tidy on a daily basis following the cleaning schedule by the Management onboard.

Essential duties and responsibilities

Operational

- Maintains the cleanliness of all Galley Outlets, Pot & Dish Washing Machines and any adjacent areas assigned to the Food & Beverage Department in compliance with company standards and expectation (referring to US, Anvisa, Shisan, Canadian, Australian etc) and as assigned by his supervisor.
- Must be able to work with any cleaning machinery, assigned by his supervisor. Training for the different machinery onboard will be provided.
- Responsible of the cleanliness and upkeep of all cleaning Equipments and any other ship's property that he/she is working with.
- Must be responsibly minded for the breakage and loss of any equipment and ensure protective measures are followed to reduce it.
- Report any equipment malfunction, damage or breakage to his supervisor.
- Handle all the Cleaning materials, chemicals and machinery necessary for the daily operation with the appropriate Personal Protective Equipment if needed and according to the instructions received.
- Must follow at all times the company standards and expectation (referring to US, Anvisa, Shisan, Canadian, and Australian etc).
- Must follow at all time the garbage segregation instructions as per Company Policies.
- Reports for duty at assigned times, follows his/her supervisor's instructions, and ensures that personal appearance, uniform and personal hygiene are in accordance with the company's rules and regulations.

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Training & Development

- Attends all meetings, training activities, courses and all other work-related activities as required.

Financial

- Responsible for cost containment through the proper use, handling and maintenance of records, reports, supplies and equipment.

Safety Responsibilities

- Must be familiar with the vessel layout in terms of safety and security, must have a full understanding of ships rules / regulations (SMS) and participate in all required safety drills / training.

Resources

- Not Applicable.

Other Duties and Responsibilities (Other duties may be assigned.)

- Assist with loading or provisions whenever required and as directed.
- This position description in no way states or implies that these are the only duties to be performed by the shipboard employee occupying this position. Shipboard employees will be required to perform any other job-related duties assigned by their supervisor or management.

Qualifications**Knowledge, experience, skill, and/or ability**Required

- Elementary and middle school (8th grade) or higher.

Preferred

- Experience and/or training in the hospitality field considered a plus.

Required computer skills

- Not Applicable.

Education/experience/certifications

- STCW.

Other Skills

Knowledge of general office practices, procedures and equipment; ability to prioritize tasks and work independently; strong organizational, interpersonal and communication skills; ability to interact with senior-level management and owner representatives.

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Math Ability

Able to add, subtract, multiply and divide in all units of measure using whole numbers, common fractions, and decimals.

Reasoning Ability

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

Work Environment & Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions for this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job the employee is regularly required to stand; use hands to finger, handle, or feel; reach with hands and arms; talk or hear and smell. The employee must be able to lift or move up to 55 pounds (20 kilograms) without assistance.

The vision requirements include

Ability to adjust focus, depth perception, peripheral vision, distance vision and close vision and to be able to otherwise perform the essential functions of the job in a manner that does not present danger to the employee or others with or without a reasonable accommodation.

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