
JOB DESCRIPTION – DECK STEWARD

Title: Deck Steward

Reports to: Assistant Bar Manager, Bar Manager

Subordinates: N/A

Job Objective

1. The major goal of the position is to perform housekeeping duties by the Swimming Pool area and the top sun deck.
2. Must ensure that decks 8-12 are thoroughly cleaned and maintained to Company's standards.
3. Must ensure an organized set up of the deck furniture.

Responsibilities

1. Must clean and maintain deck furniture such as deck chairs and tables.
2. Provides Guest's with pool towels and ensures that they are always available.
3. Sorts, counts, folds or carries pool towels. Transports soiled pool towels to and from the laundry and exchanging them for clean ones.
4. Polishes brass and other metals.
5. Empties wastebaskets and empties and cleans ashtrays.
6. Transports trash and waste to the disposal area.
7. Picks up used glasses, china, cutlery etc. by pool area. Brings the utensils to designated area for cleaning and washing.
8. Notifies management concerning need for repairs or corrections to lighting, heating and ventilating equipment, deck chairs etc.

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9. Responsible for the cleanliness, maintenance and upkeep of all equipment and any other ship's property that he/she is working with.
10. Maintains a safe and sanitary environment for guests and fellow employees.
11. Knowledgeably answers questions about ship's schedules, travel routes, and ship's services when asked by Guests during the course of performing his duties in public areas, displaying courtesy every time he/she is in contact with a Guest.
12. Must upkeep personal hygiene and appearance
 - Uniforms must be clean and ironed at all times
 - Must always wear nametag and Palmy pin.
 - Showers at least twice a day
 - Hair must be neat, well groomed and above the collar for all male personnel. Beards and moustaches are not permitted in the Bar. Sideburns should not be lower than the ear lobe
 - No earrings are allowed for male employees and personal jewelry should be kept to a minimum.
13. Other duties may be assigned as needed (e.g. assisting with the loading, guiding guests on embarkation to their cabins).
14. Must be knowledgeable and comply with the United States Rules and Regulations pertaining to his/her working area at all times.

Safety

1. Must be familiar with the ship's rules and regulations and participates in all required Safety Training and Emergency Life Boat Drills.
2. Complies with Island Cruises safety and pollution prevention regulations and operating procedures.

Education / Training

1. Elementary and middle school or higher. A minimum of two years related experience and/or training in the hospitality field.

Language requirements

1. Fluent in English

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Computer knowledge

N/A

Profile

1. Great attitude at all times
2. Flexible
3. Team worker
4. Punctual
5. Well groomed and neat appearance
6. Outgoing
7. Ability to work with an international team.

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