



<b>Position</b>	<b>Steward (Part-Time)</b>
<b>Facility Name</b>	<b>Lynnwood Convention Center</b>
<b>Location</b>	<b>Lynnwood, WA</b>

**POSITION:** Steward (Part-Time)  
**DEPARTMENT:** Food & Beverage  
**REPORTS TO:** Executive Chef

\*Free Parking      \*Paid Sick Leave      \*401K Participation      \*Flexible Shifts

## Summary

SMG, the leader in privately managed public assembly facilities, has an excellent and immediate opening for PT Steward for SMG/**Lynnwood Convention Center**. Scullery is an old English term that not only applies to the washing of wares, but the organization of small wares, polishing of silver, performing duties around small wares, in addition to kitchen prep and organization to assist the kitchen and service departments. We are looking for an entry level, high energy person who wants to be part of an evolving kitchen and service crew with these essential duties in mind, that can expand with time, to overall enhance the guest experience and assist the Food and Beverage Department with our overall guest satisfaction at the Lynnwood Convention Center.

The Lynnwood Convention Center's purpose is to create, plan and execute outstanding event experiences. To achieve this, our employees must provide the highest levels of guest service by demonstrating our principles of being Professional, Resourceful, Accommodating and Precise, while always being Safe. To be successful in this role, candidates must be friendly and honest, build strong relationships, continually strive to provide a seamless experience, and be flexible to our guests' needs by providing quality services and products through detailed and accurate communication. Team members of the Lynnwood Convention Center must share in our values of being Adaptable to event needs, being Aware of guest requirements, showing strong Character, and being Team-centric. We are looking for talented folks who model these values in their work behavior, decision making, personal contributions, and guest interactions.

### Essential Duties and Responsibilities

- Transport equipment to and from event rooms within the convention center.
- Load, offload, and set-up equipment at events.
- Maintains sanitary and safe work environment.
- Always maintains clean dry floors and walls, including sweeping and mopping.
- Scrapes food from dirty dishes and washes them by hand or places them in racks or on conveyor to dishwashing machine.
- Washes pots, pans, trays, worktables, walls, ranges, refrigerators, and meat blocks.
- Segregates and removes trash and garbage and places it in designated containers.
- Steam cleans or hoses out garbage cans.
- Transfers supplies and equipment between storage and work areas.
- Sets up, maintains, and works the dishwashing stations at all events.
- Informs Chef and Sous Chef of items needed to perform job.
- Help keep all China, Glass, and Silver in place and in order.
- Prepare daily mis-en-place, including filling of salt and pepper shakers, constructing roll-ups.
- To bus, sort and prep dishes for cleaning at service stations following meal service.

- Cleans, sanitizes and polishes service ware and equipment including but not limited to chafing dishes and hot boxes
- All other duties as assigned.

### **Qualifications**

- To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
  - Must have the ability to work late hours, weekends, and holidays as needed.
  - Shifts are flexible based on events and building schedule

### **Education and/or Experience**

- High School diploma or G.E.D preferred
- Must be at least 18 years old
- Prior work in high-volume kitchen preferred

### **Skills and Abilities**

- Ability to read and interpret documents such as safety rules, operating and maintenance instructions
  - Procedure manuals.
- Must be able to work under general direction and a desire to learn
- Strong work ethic

### **Certificates, Licenses, Registrations**

- Must have a current food handler's permit or obtain one shortly after hire

### **Physical Demands**

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

- Regularly required to move around the facility
- To stand for long hours during events
- Must be able to withstand loud noises and temperature changes in the environment
- Ability to lift up to 50 pounds.

### **Note**

The essential responsibilities of this position are described under the headings above. They may be subject to change at any time due to reasonable accommodation or other reasons. Also, this document in no way states or implies that these are the only duties to be performed by the employee occupying this position.

Click to Apply:

[https://recruiting.adp.com/srccar/public/RTI.home?c=1152751&d=ExternalCareerSite&r=5000526774706#](https://recruiting.adp.com/srccar/public/RTI.home?c=1152751&d=ExternalCareerSite&r=5000526774706#/)

Applicants that need reasonable accommodations to complete the application process may contact

Michelle Keasal  
Lynnwood Convention Center  
Lynnwood, WA  
425-275-0026

SMG is an Equal Opportunity/Affirmative Action employer, and encourages Women, Minorities, Individuals with Disabilities, and protected Veterans to apply. VEVRAA Federal Contractor.