



## JOB DESCRIPTION

**JOB TITLE:** Warehouse Food Equipment Deliverer

**REPORTS TO:** Warehouse Supervisor

**STATUS:** Part-Time

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### JOB SUMMARY:

The Warehouse Food Equipment Deliverer is responsible for delivering, maintaining and stocking food products and equipment as related to the concession, catering and restaurant operations.

### RESPONSIBILITIES/ESSENTIAL FUNCTIONS:

- Stocks the concession stands with product and maintains the stock levels during the shows hours of operation
- Loads/stacks products onto forklift and pallet jack to transport stock and food to the concession stands, the cooler, the freezer, and to the warehouse area
- Unloads deliveries from trucks and stacks items in the warehouse, the freezer and the cooler
- Loads prepared food from kitchen onto golf cart and delivers/unloads food stock to the concession stands
- Assists with concession and warehouse area cleaning as needed
- Participates in setup and breakdown for all events. Ensure food and equipment are returned and stored correctly after events.
- Implements proper sanitation and food safety methods are enforced.
- Participates in maintenance of vehicles and equipment.
- Assists in recording accurate inventories for equipment, uniforms and product.
- Assists in receiving orders.
- Perform additional operational tasks and services as business dictates.

## REQUIRED QUALIFICATIONS:

- Ability to satisfactorily communicate in English with guests, management and co-workers to their understanding.
- Being proactive, self-motivated, with a positive attitude and a consistent display of professionalism.
- Having good eye-hand coordination.
- Being able to make repeated movements of hands.
- Have a valid Oklahoma Drivers License and ability to drive golf carts, pickups, 24 foot box trucks. Ability to operate a fork lift is a plus.
- Having high attention to details.
- Being able to work for long hours.
- Innovative, detail oriented, and quality conscious.
- Reliable transportation to various locations throughout the Tulsa area.

## EDUCATION/EQUIVALENT EXPERIENCE:

- High School degree or equivalent.
- Culinary experience preferred.

## PHYSICAL/MENTAL REQUIREMENTS:

- Requires occasional lifting of up to 50 pounds in weight.
- Primary schedule is on call as needed. Work hours are based on event schedule and often extend or are irregular to include nights, weekends and holidays.
- Working conditions are diverse including indoor and outdoor events.
- Must be capable of dealing calmly and professionally with numerous different personalities at various levels within and outside the organization and demonstrate highest levels of customer service and discretion when dealing with the public.
- Must be able to work extended hours whenever required by job responsibilities or requested by management. Must be capable of regular and reliable attendance.