



<b>Job Title</b>	Dishwasher	<b>Classification</b>	Grid Level 5
<b>Department</b>	Precinct Services	<b>Position #</b>	DR5006
<b>Reports to</b>	Executive Chef	<b>Date Updated</b>	January 2026

**PROGRAM AND STRUCTURE**

Legislative Assembly staff provide non-partisan services to the institution of Parliament and its elected members in the areas of procedural advice, administrative support and information services. The Legislative Assembly is an autonomous employer, separate from the administrative framework of government ministries and agencies, which operates under the authority of the *Constitution Act* and the *Legislative Assembly Management Committee Act*.

**DEPARTMENT SUMMARY**

The Precinct Services department is responsible for a variety of services in support of the Legislative Precinct buildings and grounds. Primary services include long-term capital planning and infrastructure development, facilities and property management services, including maintenance, repair and cleaning of the Precinct buildings and grounds, and food services. Precinct Services is also responsible for the provision of oversight, training, and support to Legislative Assembly departments in the areas of procurement and contract management.

**JOB SUMMARY**

Reporting to the Executive Chef, the Dishwasher plays a vital role in the smooth operation of the kitchen by ensuring equipment cleanliness and hygiene. Responsible for efficiently operating commercial dishwashing equipment, the Dishwasher meticulously cleans and sanitizes dishes, glassware, and utensils to meet health and safety standards. Working closely with kitchen staff, the Dishwasher assists in the overall flow of kitchen operations by managing the influx of dirty dishes and utensils, inspecting items for cleanliness, and storing them appropriately. Additionally, the dishwasher may be tasked with assisting in basic kitchen prep tasks and maintaining the cleanliness of the kitchen space.

**KEY RESPONSIBILITIES**

- Operates and provides daily maintenance to the commercial dishwashing machine by activating the machine at the beginning of shift, ensuring sufficient supplies of dish washing soap, rinsing solution and flatware soaking chemicals are available for the day’s shift, shuts down the machine, and removes food particles and replaces water.
- Picks up soiled china, flatware, glassware, utensils, and other items from the server area and returns items to the kitchen for washing.
- Loads the commercial dishwashing machine and engages the cycle, unloads the machine following the completion of the cleaning cycle, and dries dishes.
- Sorts all stainless-steel flatware into storage containers, stacks and/or places china, glassware, and other items into appropriate racks and returns them to the serving area.
- Washes kitchen smallware such as food storage containers, baking pans/trays, cooking utensils, and other items and distributes to appropriate storage areas.

- Cleans and sanitizes all work area tables, mobile service carts, and shelving, sweeps and mops floors in kitchen and storage areas.
- Cleans and polishes stainless steel coffee urns, chafing dishes, food pans and other items.
- Prepares food and beverage serving equipment for catering and take-out service.
- Requisitions and replenishes supplies from the storage area.
- Collects, prepares, organizes, and stores recyclable items and refuse.
- Cleans, peels, and prepares fruit and vegetables and assists with other assigned food preparation duties.
- Assembles ingredients and assists in preparing salads, desserts, and catering meals.
- Evaluates present food, cleaning, and dishwashing stock and communicates required supplies to the Executive Chef.
- Enhances the overall dining experience by demonstrating service excellence.
- Takes responsibility for maintaining a safe work environment, following safe work practices and procedures, and reporting potential hazards.
- Performs other duties as assigned within scope of work.

## **ORGANIZATION STRUCTURE**

Clerk of the Legislative Assembly of BC  
 Executive Financial Officer  
 General Manager, Parliamentary Dining Room  
 Executive Chef  
**Dishwasher**

## **SELECTION CRITERIA**

### **EDUCATION, TRAINING & EXPERIENCE**

- Minimum of 1 year of experience in a hotel, restaurant, or private club facility or an equivalent combination of education and experience.
- Valid British Columbia FOODSAFE Level 1 certification.

### **KNOWLEDGE, SKILLS & ABILITIES**

- Knowledge of dishwashing equipment and methods.
- Understanding the different types of dishware, glassware, and utensils, and knowledge of appropriate handling to prevent breakage and damage.
- Basic understanding of standard practices, methods and procedures of large volume food preparation and service, including knife skills and the use of kitchen equipment.
- Good verbal communication skills when coordinating with coworkers.
- Reliable and consistent performer in a variety of kitchen tasks.
- High attention to detail.
- Displays professionalism by adhering to industry and organizational standards.
- Time-management skills to keep pace with a busy kitchen environment.
- A willingness to learn, follow written and verbal instruction, and receive feedback.
- Commitment to providing excellent client service.
- Ability to work closely with kitchen staff, servers, and other team members to maintain a smooth workflow.
- Ability to adapt to changes in routine on short notice.

- Ability to keep an organized and clean workspace and maintaining personal hygiene.
- Ability to maintain cooperative and effective working relationships with co-workers and customers.
- Ability to meet the physical requirements of the job including lifting, bending, reaching, prolonged standing and walking.
- Ability to handle multiple tasks simultaneously, such as washing dishes, restocking supplies, and assisting with kitchen cleanup.
- Ability to be proactive by identifying areas that need attention and taking the initiative to address them.