

CREW MESS ATTENDANT

JOB DESCRIPTION



KEY ACCOUNTABILITIES

- Her/his immediate working area or as the Maître d” delegates. Major area is the crew mess, he has to keep clean the mess room and all the buffets in that area.

REPORTS TO

- The Crew Mess Attendant reports directly to the Maître d’hôtel. The entire service staff is subordinate to the Maître d’hôtel and ultimately to the Hotel Manager.

SUBORDINATE PERSONNEL

- None

AREAS OF RESPONSIBILITY

- She/he assists the Cook in taking food and utensils needed for breakfast, lunch and dinner for crew members to and from the respective service area.
- She/he is responsible for preparing sufficient mise en place of cutlery, china, glasses, and ashtrays for officers and crew.
- She/he is responsible for the cleaning and sanitizing of the whole crew and officer mess areas including floors, walls, fridges etc.
- She/he checks on a continuous basis all equipment, switches, plugs, fridges etc. and reports any irregularities to the Maître d’hôtel.
- She/he assists in storage procedures whenever requested.
- She/he is aware of all fire, safety and emergency procedures.
- She/he shows a co-operative work relationship with all other personnel.

CLEANING AND MAINTENANCE

- She/he is responsible for the proper cleaning and sanitary matters of Her/his working area according to US Public Health requirements.
- She/he handles all working material and equipment with the necessary care and keeps it well cleaned.
- She/he is available to work overtime if requested.

APPEARANCE/PERSONAL HYGIENE

- The appearance of the entire personnel on board the ship reflects the reputation and image of the Company, therefore a great deal of emphasis is placed on a professional appearance.
- The Company expects you to maintain the highest standard of personal appearance and hygiene at all times.
- If in passenger areas full uniform is to be worn: hat, scarf, jacket, name tag, pants and proper shoes.
- Have a clean neat personal appearance.
- Special attention to grooming, hygiene care and clean and proper uniforms and shoes.
- Hair must be well groomed, neat and not extend over the shirt collar and always be kept clean.
- A moustache is acceptable if kept neatly trimmed.
- Big earrings and big necklaces are not to be worn on duty and more than one moderate size ring is not acceptable.
- Smoking is not permitted while on duty.

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