



**Naval Academy Business Services Division**  
**Job Announcement Number: 24-034**  
**Vacancy Open: April 11, 2024 – April 25, 2024**  
**Area of Consideration: All Qualified Persons**  
**Security Level: Tier 1 – Non-Sensitive**

## **POSITION DETAILS**

FSW - Dishwasher – NA-7408-02

Flex (0-40 hours weekly, Non-Benefited)

\$18.86/hour

## **JOB SUMMARY**

The purpose of this position is to provide both the flexibility and the knowledge to multitask in a restaurant and/or catering atmosphere as a Food Service Worker. This position is located at the United States Naval Academy Steerage, and also at satellite locations as needed.

**\*\*This position requires evening and weekend availability. The operation is open 7 day a week.\*\***

## **DUTIES & RESPONSIBILITIES**

Incumbent operates cash register and food service equipment as needed to carry out day to day operations. Prepares a variety of food items in accordance to the current menu, stocks retail areas with food service items, and maintains inventory of stock. Ensures food service area is in a presentable and sanitary condition. Performs other related duties as required.

Performs tasks with several steps such as: Sets up food service counters, steam tables, dining room tables, and side service stands with hot and cold food, including meats, vegetables, salads, desserts, bread, butter, and beverages. Serves food to diners. Makes a variety of fruit and vegetable salads such as: fresh fruit, tossed green, tomato lettuce, and lettuce wedges. Serves food in standard portions by placing uniform amounts in containers or glasses in prescribed quantities. Prepares and makes sandwiches, and other items that are on the restaurant menu. Packs box lunches and assists with preparation and execution of catering events.

Maintains water and detergent levels in dishwasher; removes strainer pans, inspection doors, etc., for proper cleaning of dishwasher, inside and out; removes calcium deposits as required; and restores room to orderliness. May unload food from delivery trucks and place in correct location. May move heavy garbage cans and place trash in proper receptacles. Ability to clean any equipment or facility located in the food service area and dining room. Ability to fill out proper paperwork needed for cash register and accountability. Follows company policy for cash handling to ensure proper accountability. Performs other related duties as required.

Receives instructions concerning the proper operation of the restaurant either orally or in writing from the supervisor or manager on duty, and is held responsible for the proper operation of the restaurant. Responsible for complying with standard methods and procedures such as conduct, etiquette, dress code, serving techniques and complete familiarity with the beverages and food served. Questions on unusual or difficult tasks are referred to a higher-grade worker or supervisor for clarification and advice.

Position involves prolonged standing, walking, reaching, stooping, pushing, pulling, and bending. Frequent light to moderate lifting of objects weighing up to 20 pounds. Uses assistance from other workers for moving objects weighing more than 20 pounds.

Work is performed in kitchen areas where the steam and heat from cooking equipment often cause uncomfortable high temperatures and humidity. The work area is well lighted. It is usually noisy from food service activities. The employee is regularly exposed to hot liquids, hot working surfaces, sharp cutting blades. There is the danger of slipping on floors where food or beverages have been dropped.

## QUALIFICATIONS & REQUIREMENTS

Applicants who meet the qualification requirements will be further evaluated to determine the extent to which their education, related experience, training, awards, and supervisory appraisal demonstrate they possess the desired knowledge, skills, and abilities (KSAs).

- Must obtain and maintain a secret security clearance – requires 18 years of age
- Males born after December 31, 1959 must be registered for Selective Service
- Verification of employment eligibility in the United States is required
- One-year probationary period

## APPLICATION INSTRUCTIONS

A complete online application must be submitted to be considered for a USNA NAF/NABSD position.

Please visit the employment website: <https://www.usnabsd.com/about/careers/>

Applicants may email [nabsdjobs@usna.edu](mailto:nabsdjobs@usna.edu) if unable to complete the online application.

## KNOWLEDGE, SKILLS and ABILITIES (KSAs) for this position are as follows:

**\*\*Responses must be included on the KSA portion of the online application\*\***

1. Incumbent must have 3 months experience working in a restaurant in Back of the House.
2. Experience in operating, breaking down, and cleaning electrical equipment in a restaurant environment, such as, grills, fryers, ovens, and dish-washing machines.
3. Experience in using 3-compartment sink and dish machine.
4. Janitorial experience with floors and work station surfaces.
5. Ability to follow instructions and labels for the use of cleaning chemicals.

## EMPLOYMENT PREFERENCES

Explanation of employment preferences is available on the NABSD Website. No preference is given unless requested and documented. Acceptance or declination of a regular position ends ability to claim preference for spouse or Involuntarily Separated (IVS) applicants. To claim a preference, you must attach the following documents with your employment application and request form:

- **Military Spouse:** most current military member's PCS orders, submit spousal request form and write SPOUSAL PREFERENCE on front page of the application – (*Per the CNIC 5300.206b, spouses' preferential consideration for NAF positions at the NF-3 and below*)
- **Veteran:** Page four (4) of the DD-214
- **Involuntary Separated Military Members and Dependents:** page four (4) of the DD-214 or copy of DD-1173 and write "IVS" on front page of the application. IVS preference is approved only if discharge/reentry code matches eligibility list.

*Note: Failure to provide the required information may result in loss of consideration for the position and elimination from the selection process. Please be advised that applications received after the closing date listed above will not be considered. Applications and resumes will not be returned to the applicant.*

*Some positions have special requirements. In these cases, selection is tentative pending satisfactory completion of said requirements. Applicants may be required to provide proof of education, etc. All selections are contingent on obtaining satisfactory employment reference checks.*

*We are an E-verify participant. Please be informed that applicants will be required to submit a federal government background check.*

*As a condition of employment, the selectee will be required to participate in direct deposit/electronic fund transfer as specified in the negotiated agreement.*

*Occupants of this position must maintain the privacy of official work information and data, and demonstrate the highest level of ethical conduct. The Department of the Navy is an Equal Employment Opportunity Employer. All qualified candidates will receive consideration without regard to race, color, religion, sex, national origin, age, disability, marital status, political affiliation, sexual orientation, or any other non-merit factor.*