TEAM MEMBER

Department: Dining & Culinary Services

Compensation: $8.80 per hour


Position Summary:
Under the direction of the Head Student Supervisor and Assistant Student Supervisors, a Dining & Culinary Services Team Member will assist in the goal of creating an exceptional customer experience with extraordinary food and service.

Orientation & Training Information:
- All orientations will be held for new and returning team members on Friday, August 28th, 2015
- Orientations are mandatory - failure to begin employment on the schedule orientation date will result in loss of employment.
- Orientation on Friday, August 28th, 2015 will be your first day at work. In addition to orientation, all team members are required to work during "Welcome Weekend".
- Welcome Weekend is held: Saturday, August 29th, 2015 - Monday, August 31st, 2015.
  - Details of your training and required work schedule for welcome week will be given to you during orientation.

Hours of Work:
- Shifts start throughout the day, from 5:30 AM and on, and may end near 1:00 AM.
- Part-Time – for non-catering team members, 14 hours every two weeks is standard
- Hours vary depending on the dining hall, catering events scheduled, and your availability.
- You will be assigned a schedule based on your academic and other availability.
- Overtime hours must be pre-approved by the unit manager.
- Catering:
  - Hours per week could vary between 0 – 20 hours, with 20 hours being the highest (only on an occasional basis based on catering events & your availability). Some weeks there may not be events scheduled and as a result, no hours of work required.

Perks:
- Work on campus, close to academic buildings, housing and UW resources
- Enhance your problem-solving and customer service skills
- Sharpen your interpersonal communication skills in a team-oriented workplace
- Gain valuable employment experience
- Opportunities for advancement
- Work in a fun and challenging atmosphere
- Acquire valuable leadership skills

Job Duties:
Dining & Culinary Services is committed to demonstrating our Division of University Housing Core Values: Care in how we approach people and our work; Creativity, Excellence; Integrity; Optimism, focusing on opportunities and positive outcomes; Respect; and Stewardship of human, financial and natural resources. Below is a list of job responsibilities:
- Deliver fast, fun and friendly service to customers, both face-to-face and by supporting fellow workers.
- Make a difference by responding quickly to customer and team member needs
- Serve hot and cold menu items; grill; stock and inventory food and supplies (may not apply to catering)
- Operate cash register/POS system (may not apply to catering)
- Wash dishes and maintain a clean and inviting dining area
- Work on catering events
- Serve as a leader and positive role model on behalf of UW-Madison
Potential Work Areas:
- Cashiering
- Dish room
- Production (front and back of the house)
- Coffee House
- Server
- Delivery
- Inventory/Stocking

Potential Work Areas for Catering:
- Production (front and back of the house)
- Wait staff/server
- Bartending
- Event Delivery & Set-up
- Inventory
- Cart Set-up

Required Dress: All employees must wear clothing appropriate for work in food service:
- Black, dark navy or khaki colored ankle length pants in good condition with no holes or fraying. Jeans that are black, dark navy, or khaki colored in good condition are acceptable. Lycra/spandex, sweats, wind pants, leggings or athletic wear, skirts, capris and shorts are not acceptable.
- Durable, comfortable and clean shoes that cover the entire foot. Sandals, clogs, flip flops, and other footwear that is prone to falling off the foot are unacceptable.
- A nametag must be worn at all times (will be issued by Head Student Supervisor).
- Other unacceptable items that may not be worn while working inside are: cell phones, earrings larger than a nickel, or jewelry that is prone to breaking such as bracelets, necklaces, etc.
- Any requests for exceptions to the uniform policy should be addressed to your Unit Manager or Head Student Supervisor.

Work Uniform for Catering Events:
- **Dress Events:** Black pants, black closed-toe and heel shoe, black socks or stockings, neatly secured hairstyle. Housing-supplied tuxedo shirt, bow tie and apron.
- **Regular Events:** Black pants with no holes or ragged edges, black closed-toe and heel shoe, black socks or stockings, neatly secured hairstyle. Housing-supplied polo shirt, apron, hairnet or cap as required.

All employees must wear the following:
- Unit-issued hat or hairnet (hair must be restrained)
- Beard-net, if facial hair can be pinched
- Unit issued shirt and apron

Special Requirements: Lifting: Must be able to lift up to 50 lbs

Application instructions:
- To apply, go to [https://onlineservices.housing.wisc.edu/hronlineapp/index.jsp](https://onlineservices.housing.wisc.edu/hronlineapp/index.jsp) (under 2015-16) and submit your online application.
- *Housing Residents will receive priority consideration June 17th – June 24th, 2015.*

Exceptions to the above information will be considered on a case by case. Contact University Housing Human Resources at hr@housing.wisc.edu.

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