

USNS GEN. E. D. PATRICK (T-AP 124)
Office of the Chief Steward

NIGHT PANTRYMAN (OFFICER) JOB INSTRUCTIONS

1. Take over general operation of the ships Officer's and Cabin Passenger's night lunches, as per detailed instructions following.
2. At times you may be required to take over operation of the Crew's night lunch in addition to your regular duties. At such times you will have the additional duty of waking Steward Department personnel at specified hours.
3. Observe strict sanitation procedures at all times.
4. Wear prescribed uniforms, in good condition, and keep yourself physically clean and neat-appearing when on duty.
5. Keep unauthorized personnel from using Pantries under your supervision.
6. Observe all safety rules, regulations and orders.
7. Do not prepare coffee, or set out foods, a long time in advance. Arrange your work schedule so that fresh coffee is available at the required hours.
8. The ships Officer's night lunch should be ready by 1930 at the latest. Learn the approximate amounts of coffee consumed during various hours of the night lunch operation so that it is not wasted but sufficient quantities on hand so that the urn never runs empty.
 - (a) Around 2130 sufficient fresh coffee should be prepared to last till 2330, at which time a fresh urn will be brewed. By 0330 another fresh batch should be prepared.
 - (b) When the 0400 change-of-watch has finished with the facilities of the Pantry it will be thoroughly policed. All meats, cheese and other foods of a similar nature will be transferred to the 3rd deck walk-in reefer box.
9. Your work spread for the Cabin Passenger's night lunch will start at 2030. Work with the Deck Steward setting up this lunch and assist in serving it. At completion remove all chinaware, ash trays, paper cups, etc. from the tables.
10. Your last duty before going off watch at 0545 will be the preparation of fresh coffee in the Main Pantry.
11. Do not engage in any arguments with personnel participating in the use of above mentioned work areas. Report any troubles to the proper authorities.
12. WORK SPREAD HOURS: At Sea and In Port
 - 0700-0030
 - 0315-0545
 - 1900-2400

APPROVED:

SUBMITTED:

MASTER

CHIEF STEWARD

I hereby certify that I have received a copy of this Instruction, that I have read it and fully understand it. I will abide by the Instructions set forth.

NAME _____

583-1
POB NO.

USNS GEN. E. D. PATRICK (T-AP 124)
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583-1

POS. NO.

USNS GENERAL EDWIN D. PATRICK (T-AP 124)
OFFICE OF THE CHIEF STEWARD

NIGHT PANTRYMAN JOB INSTRUCTIONS

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2. On Special occasions in port you may be required to take over the operation of both pantries.
3. Your main duty will be to provide night lunch for ship's personnel.
4. Additional duties include the waking of the crew.
5. See that your pantry is stocked with foods as directed and that fresh coffee is available for the 'Change-of-watch' personnel.
6. Observe strict sanitary procedures at all times.
7. Wear the prescribed uniform on duty and keep yourself physically clean.
8. Maintain order in your assigned work area. Any difficulties you are unable to handle should be reported immediately to the officer on Watch.
9. Keep unauthorized personnel from using pantry facilities.
10. Observe all safety rules, regulations and orders.

11. WORK HOURS:	AT SEA	IN PORT
	0000-0030	0000-0030
	0315-0545	0315-0545
	1900-2400	1900-2400

APPROVED: _____
Master

SUBMITTED: _____
Chief Steward

I have read, fully understand, and will comply with, above instruction.

Signature of employee

583-2

Position No.

USNS GENERAL EDWIN D. PATRICK (T-AP 124)
OFFICE OF THE CHIEF STEWARD

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APPROVED: _____
Master

SUBMITTED: _____
Chief Steward

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Signature of employee

583-2
Position No.