

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

3RD STEWARD (SALON) DUTIES

1. The 3rd Steward in charge of the Main Dining Salon is directly under the supervision of the Chief Steward and is responsible for:

a. Supervision of the Main Dining Salon, assigning Waiters to their stations, instructing them as to required courtesy and service.

b. Inspecting all Waiters each morning, seeing that they are in clean and proper uniform, clean fingernails, hair cut and combed, shoes shined.

c. Emphatically instructing all Waiters that all cutlery, crockery, pitchers, etc., are to be sterilized through the dish-washing machine and under no circumstances washed by the Waiter. Immediately notify the Chief Steward of anyone not following this order.

d. Seeing that Waiters serve hot beverages and foods "HOT" and cold beverages and foods "COLD", permitting no Waiter to set up his table with such foods until five (5) minutes before passengers enter the Dining Salon.

e. Inspecting side-stands, permitting no Waiter to have excessive amounts of silverware or crockery stowed in the side-stand.

f. Assigning Waiters side-jobs and insuring sanitary cleaning of the Dining Room, tables, chairs, decks, side-stands, fans, lights, vents, windows, bulkheads, overhead and fire apparatus.

g. Assisting 2nd Steward (Adm), as advised, particularly when embarking or debarking passengers.

h. Maintaining proper level of condiments, linens, silverware, glassware and dishes in assigned storerooms.

i. Standing-by daily at 100 for Inspection of Dining Salon.

j. Such other duties as may be designated by the Chief Steward.

2. WORK HOURS:

At Sea

In Port

0630-0930

0630-0930

1030-1330

1030-1330

1530-1900

1500-1830

APPROVED:

SUBMITTED:

I certify that I have read and understand the above job description.

505-1

Signature

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