



1 Sunny Ridge Drive  
Asheville, NC 28804

828-658-3373 tel  
828-658-3573 fax  
www.classiceventrental.com

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**Position Title: Equipment Preparation Personnel --- Party & Events Industry**

**Starting Pay: \$8 to \$10 depending on experience**

**Experience: No experience necessary**

**Position Tasks & Activities:**

- Clean equipment as specified by manufacturer and company policy.
- Upholds the quality control standards of the company.
- Wrap and package equipment according to company policy.
- Restock cleaned, wrapped and packaged equipment.
- Check in orders daily.
- Log broken, damaged, missing dishes and equipment. Turn report into supervisor daily.
- When cleaning equipment breaks, notify supervisor immediately.
- Report safety violations to supervisor.
- Communicate with supervisor.
- Fill in for other positions, when necessary, for smooth operation of the business.
- Adhere to all company policies, procedures, rules and regulations in written or verbal form.
- Comply with government safety requirements and other regulations and security in store.
- Perform other duties as requested.

**Nature of the Work:**

To clean food service equipment, i.e. china, flatware, glassware, chafers, grills, etc. There is a high degree of lifting and a significant degree of standing, walking, bending and transporting objects of various weights and dimensions. Must have a full range of motion and dexterity. Must accept and follow instructions from supervisors.

**Working Conditions:**

Most work will be indoors with general warehouse conditions, in which some work areas may not be heated or air conditioned. Exposure to above average temperatures is prevalent. The typical tools (hand trucks, dollies, carts, and racks, etc.) can be considered hazards. Most mechanical equipment used (dishwashers, burnishers, etchers) are electrical. There is some exposure to washing detergents, cleaning chemicals and hot water. The exposure to moving belts is continuous in the washing function.

**Education, Skills & Requirements:**

- A high school diploma or equivalent GED is preferred but not required.
- Must be able to lift approximately 40 lbs.
- Must maintain a professional personal appearance.
- Must be able to use mathematics to solve problems.
- Must be able to speak English clearly and write legibly. The ability to speak other languages is a plus.



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- Must maintain an acceptable attendance record.
- Must have a full range of motion and dexterity.
- Must be able to understand and complete instructions furnished in written, oral or scheduled form.
- Maintain a cooperative working relationship with co-workers.

**Reports to:** Department Supervisor

This company is committed to equal employment opportunity. We will not discriminate against employees or applicants for employment on any legally recognized basis including, but not limited

to: veteran status, race, color, religion, sex, marital status, national origin, physical or mental disability and/or age.