

MANILA MART LLC - BACKHOUSE – KITCHEN PREP TEAM

Manila Mart was established in 1996 serving the community as a Filipino/Asian specialty grocery store. In 2011 we grew to serving the community not only as a grocery store, but also as a Filipino fast casual café. We are a family company built on cultural tradition, love for one another, and personality. Manila Mart is known for being a family-friendly Filipino brand rooted in the communities it serves; sharing Filipino culture and customs through food with one positive customer experience at a time. Our employees are and continue to be our greatest asset. We want our employees to understand their connection to the customer's satisfaction and how what they do matters and is a reflection on us. However, customer engagement and brand perception are more than our face-to-face service with a smile, but an ongoing relevant reminder of how we fit into their busy lives. We offer "the comforts of a home cooked meal that is sure to satisfy with every bite." Manila Mart's goal is to hire and retain professionals who are highly motivated, customer service-oriented individuals to join our work family and grow the brand.

JOB DESCRIPTION

The prep team assists in the multi-step preparation of all dishes and desserts in the kitchen. You'll perform routine kitchen tasks such as preparing multiple basic vegetable cuts and other ingredients so that food can be prepared according to recipes. You are expected to follow instructions well and be competent in basic food safety and handling. The ideal candidate will also be able to function in a fast-paced, busy environment as a part of a team.

EXPECTATIONS

- Past experience preferred
- Have great communication skills and maintain a positive attitude
- Demonstrate ability to follow verbal instructions and ideas
- Willing to learn Filipino menu items and important terms within 2-3 weeks
- Have the ability to work as a team
- Have great organizational skills
- Requires repeated use and coordination of your arms, hands, wrists, fingers, and feet
- Must be able to work in a fast pace environment
- Must be able to work independently and learn to multitask
- Maintain a positive attitude at all times
- Be open minded to learning new things
- Have a basic understanding of food handling safety and basic food handling protocols
- Knowledgeable on basic cutting techniques (dice, julienne, wedge, etc.)

JOB DUTIES & RESPONSIBILITIES

- Assist team in preparing multiple dishes and desserts
- Learn the multistep process of making a variety of Filipino baked goods/desserts
- Learn the multistep process of all specialty drinks
- Prepare a variety of vegetables for cooking (Wash, peel, and cut, etc.)
- Retrieve and be able to identify food items from the fridge & freezer
- Properly label and store food away in the fridge & freezer
- Wash dishes and store them away properly
- Take the trash out to the garbage disposal and replace liner
- General cleaning of kitchen (mopping, sweeping, wiping down kitchen surfaces, sanitizing, etc.)

SALARY & BENEFITS

- Hourly Rate \$11.50 - \$15 (Starting rate varies based on your professional experience)
- Paid Time Off (Full-Time Benefit)
- Free Lunch per 8 Hour Shift
- 10% Family/Employee Discount (excludes consignment products: Gwenies, Casa Victoria, etc)
- 5% Family/Employee Catering Orders & Consignment Products Discount (Gwenies, Casa Victoria, Mabuhay, Fritizes, etc)
- Free Manila Mart T-Shirt

Thanksgiving Day, New Year Eve, & Christmas Eve are major holidays for our company. All employees are expected to work these holidays, unless given proper and timely notice to management for excused absence. If Interest in position, please send cover letter and resume to manilamartbeltsville@gmail.com with a fully completed application form.

Manila Mart LLC is committed to providing equal employment opportunity for all persons regardless of age, disability, national origin, race, color, religion, sex, sexual orientation, gender identity or expression, pregnancy, veteran or military status, genetic information or any other status protected by applicable federal, state, or local law.