

**Part Time Kitchen Maintenance – Hours Vary**  
**The Province of St. Joseph of the Capuchin Order**  
**Capuchin Soup Kitchen – Detroit - Conner Location**

*Inspired by the gospel of Jesus and the example of Francis of Assisi, the Capuchin friars of the Province of St. Joseph, together with our partners in ministry, prayerfully build sister-brotherhood in the world. We attend simply and directly to the spiritual and other basic human needs, especially those of the poor and disenfranchised, promoting justice for all.*

This Part Time Kitchen Maintenance Worker is responsible primarily for maintaining dining hall and bathrooms, but may be asked to perform other kitchen maintenance duties as necessary. The Kitchen Maintenance worker must also report equipment and repair needs, as well as reporting needs for additional supplies in the kitchen, dining room and bathrooms.

**Responsibilities:**

- Demonstrate, exemplify and support the Capuchin Charism and Provincial Mission, Vision and Values throughout all professional responsibilities and activities
- Wash dishes, glassware, flatware, pots and pans using dishwashers or by hand
- Clean tables in the dining area
- Maintain kitchen work areas, equipment, utensils in clean and orderly fashion
- Store clean dishes, utensils and cooking equipment in storage areas
- Sweep or scrub floors
- Receive and store supplies
- Sort and remove trash, placing it in designated areas
- Stock supplies as needed or directed
- Comply with Province and ministry policies, procedures, guidelines and standards.
- Other tasks as assigned

**Qualifications:** The desired education and experience level for this position is a High School diploma or GED. Ability to bend, lift and carry at least 25 pounds. Must be willing to obtain a food handler's card. Ability to read, write and follow detailed oral and written instructions in English. Ability to maintain cooperative working relationships with management, co-workers and guests to the Soup Kitchen.

Hours will vary based on kitchen needs. Hours can be anywhere from 1 shift a week to 5 shifts a week.

**Please send letter of interest and resume to:** [employment@thecapuchins.org](mailto:employment@thecapuchins.org) . Please include Contingent Kitchen Maintenance in the subject line.

**Or mail to:** Attention: Human Resources  
Kitchen Maintenance  
The Province of St. Joseph of the Capuchin Order  
1820 Mt. Elliott Street  
Detroit, MI 48207