

Washington State Department of Personnel  
Class Specification

**SHIP'S STEWARD**

674R

**Abolished Effective May 15, 2009**

**Definition:**

Serves as steward aboard an ocean research ship with a capacity for up to 60 crew and research personnel. Supervises cooks, bakers, mess attendant(s) and other assigned personnel.

**Typical Work:**

Plan menus and prepare requisitions for the procurement of provisions and galley supplies;

Establish high and low limits of provisions for extended cruises;

Supervise personnel in receipt and stowage of provisions; inspect provisions and food to ensure suitability for human consumption;

Maintain record of receipts, issues and surveys of provisions;

Prepare and cook meals for the ship's crew and scientific personnel;

Advise Master with respect to adequacy and suitability of food and need for re-provisioning;

Administer a food budget of approximately \$100,000 annually;

Safeguard food stores against theft and spoilage;

Perform related duties as required.

**Legal Requirement(s):**

There may be instances where individual positions must have additional licenses or certification. It is the employer's responsibility to ensure the appropriate licenses/certifications are obtained for each position.



**Desirable Qualifications:**

Three years of experience in quantity food preparation including one year as a lead with responsibility for meal planning and preparation, inventory and budget control

OR

Equivalent education/experience.

**Class Specification History**

New class adopted January 3, 1973.

Revision; adopted June 27, 1988.

Revision; adopted February 15, 1991.

Revise class. Revises class code (formerly 4970), general revision, deletes distinguishing characteristics; adopted May 10, 2007, effective July 1, 2007.

Abolished; adopted May 14, 2009, effective May 15, 2009.