STUDENT EMPLOYMENT OPPORTUNITIES

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CARL’S JR. COOK

TITLE: CARL’S JR. COOK
DEPARTMENT: CAMPUS DINING
REPORTS TO: LOCATION MANAGER
EE CLASSIFICATION: STUDENT (UP TO 20 HOURS PER WEEK)
SALARY: $20.00 / PER HOUR
FLSA STATUS: NON-EXEMPT

POSITION SUMMARY:
Under the direction of the location Manager, will work in one of the many campus dining locations to provide an excellent dining experience to its guests.

ESSENTIAL FUNCTIONS:
- Responsible for preparation and cooking of food items.
- Cook proteins, vegetables, and other food items on grill or other cooking equipment.
- Cleans grills, ovens, and fryers.
- Responsible for maintaining equipment and the cleanliness of your surroundings.
- Committed to safe food handling, cleanliness, safety, and sanitation standards.
- Restocking kitchen and cook line as needed.
- Completes CSU and ASC mandatory trainings as directed.
- Other duties as assigned.

MINIMUM QUALIFICATIONS:
- Previous experience in food services is highly desirable.
- Ability to work under pressure and produce high volume and quick service.
- Must be customer oriented with good communication and organizational skills.
- A background check must be completed satisfactorily before any candidate can be offered a position with the ASC.

EDUCATION:
Minimum High School Diploma or equivalent.

ADDITIONAL REQUIREMENTS:
Must be a matriculated CSUF student.

TO APPLY:
Email your resume and availability directly to Campus Dining at csufcampusdining@fullerton.edu
CREW MEMBER

TITLE: CREW MEMBER
DEPARTMENT: CAMPUS DINING
REPORTS TO: LOCATION MANAGER
EE CLASSIFICATION: STUDENT (UP TO 20 HOURS PER WEEK)
SALARY: $20.00 / PER HOUR
FLSA STATUS: NON-EXEMPT

POSITION SUMMARY:

Under the direction of the location Manager, Crew Members will work in concessions or one of the many campus dining venues to provide an excellent dining experience for its guests. Available shifts are 8 AM - 3 PM, 11 AM - 3PM, and 3 PM - 9 PM.

ESSENTIAL FUNCTIONS:

• Use Point of Sale system and Active Cashier (Mobile Orders) to accurately and promptly take and process customer orders.
• Handle cash, debit, and credit card transactions.
• Interact with customers, students, faculty and staff, and other campus guests providing excellent and inclusive customer service.
• Prepare food items according to the location recipe.
• Prepare customer orders and ensure accuracy.
• Perform general cleaning duties as assigned.
• Maintain cleanliness and sanitation of the work location.
• Adherence to health, safety, and hygiene standards in kitchen and operations.
• Complete CSU and ASC mandatory trainings as directed.
• Weekend schedules are available for concessions.
• Promotes an inclusive environment of teamwork and leads to ensure Diversity, Equity, and Inclusion (DEI) is practiced/applied in department operations, programs, and services.
• Other duties as assigned.

MINIMUM QUALIFICATIONS:

• Respect for others, good work ethic and have a positive attitude.
• Ability to work under pressure and produce high volume and quick service.
• Must be customer oriented with good communication and organizational skills.
• A background check must be completed satisfactorily before any candidate can be offered a position within ASC.

EDUCATION:
Minimum High School Diploma or equivalent.

ADDITIONAL REQUIREMENTS:
Must be a matriculated CSUF student.

TO APPLY: Email your resume and availability directly to Campus Dining at csufcampusdining@fullerton.edu
POSITION SUMMARY:
Under the direction of the Food Court General Manager, Dishwashers will work in one of the many campus dining venues to provide an excellent dining experience for its guests. Available shift hours are from 11 AM - 3 PM and 3 PM - 9 PM.

ESSENTIAL FUNCTIONS:
• Wash/Clean all dishes, utensils, pots and pans etc.
• Assist crew members in any equipment clearing needs.
• Maintain clean and sanitary conditions in the kitchen, storeroom, and other designated areas.
• Sweep and mop kitchen floor as well as walk-ins and other designated areas as needed.
• Perform general cleaning duties as assigned.
• Maintain cleanliness and sanitation of work location.
• Adherence to health, safety and hygiene standards in kitchen and operations.
• Completes CSU and ASC mandatory trainings as directed.
• Other duties as assigned.

MINIMUM QUALIFICATIONS:
• Ability to work under pressure and produce high volume and quick service.
• A background check must be completed satisfactorily before any candidate can be offered a position within ASC.

EDUCATION:
Minimum High School Diploma or equivalent.

ADDITIONAL REQUIREMENTS:
Must be a matriculated CSUF student.

TO APPLY:
Email your resume and availability directly to Campus Dining at csufcampusdining@fullerton.edu.
IT STUDENT INTERN

TITLE: IT STUDENT INTERN
DEPARTMENT: ASC INFORMATION TECHNOLOGY
REPORTS TO: SYSTEMS ADMINISTRATOR
EE CLASSIFICATION: GRAD STUDENT
FLSA STATUS: NON-EXEMPT
SALARY RANGE: $16.00/hour

POSITION SUMMARY:
This position will learn how to support end-users and associated computer systems, including desktops, laptops, printers, and mobile devices. The candidate will also learn how to support company’s point of sale systems and associated equipment, communicate with and assist end-users, and perform repairs and troubleshooting. The position will grow into providing support for the following tasks: PC maintenance, office software maintenance, build/maintain POS configuration / pricing data, password resets, register maintenance and event support, mobile device support, and Adobe forms design.

ESSENTIAL FUNCTIONS:

- Provide regular and frequent communication to the Systems Administrator regarding progress on various projects and tasks.
- Assist employees and our clients with computer abilities ranging from novice to advanced.
- Perform occasional training of end-users to be self-sufficient as directed the Systems Administrator.
- Assist the Systems Administrator in the gathering of data for annual inventories.
- Occasional movement of equipment.
- Resolution of urgent issues.
- Other duties as assigned.

MINIMUM QUALIFICATIONS:

- Knowledgeable in Microsoft Office Word, PowerPoint, Excel.
- Basic understanding of PC hardware.
- Basic understanding of computer networking.
- Strong interest in computers and software.
- Day-to-day working experience and troubleshooting with a Windows point of sale systems for multiple venues, multiple locations.
- Working knowledge of basic IP networking and Ethernet.
- Configuration/Programming of POS menu systems both locally in and cloud-based systems.
• Experience with and ability to keep systems up to date including BIOS, Windows, Office, & other software automated & manual updates.
• Experience with malware detection and removal/cleanup/prevention.
• Experience supporting multi-function printers.
• Experience repairing and installing point of sale hardware, desktop and laptops, printers.

EDUCATION:
• Minimum High School diploma or equivalent.

ADDITIONAL REQUIREMENTS:
• Must be a matriculated CSUF Grad Student.

PHYSICAL DEMANDS:
Lifting of up to 15lbs and team lifting up to 40lbs.; ability to crouch and crawl to route and install cabling and power cords etc.; periodic bending; long-term periods of sitting; long term periods operating a computer.

TO APPLY:
Email your resume and availability directly to Bertha Leon at bleon@fullerton.edu by 6/19/24.