

June 30, 2023

CSULA Campus recruitment-Only Students currently attending Cal State L.A. may apply

**Food Court/Catering Dining Services Associate - Pool Position, #1215**

UAS Dining Services

**Salary Range:** \$16.78 - \$17.50/Hourly

**Work Schedule:** This is an on-call student position; up to 20 hours per week. This position will work a flexible schedule, which may include weekends, and/or evenings: non-exempt position. This position is not eligible for benefits.

**Summary:** Golden Eagle Dining Services provides retail sales options for the California State University Los Angeles campus. The candidate for this position must be able to adhere to an extremely high set of customer service standards, be proficient in basic customer service, and cashier functions. The incumbent reports to the Dining Service Operations Manager.

**Duties:**

- **Cashier** incumbent will: ring up sales as customers check out; accepts money for purchases and returns accurate change to customers; reconciles register accurately; stocks condiments and paper goods at the cash registers; keeps check stand area clean and organized; and maintains coffee station as necessary. Presents menu, answers questions, and makes suggestions regarding food and service. Inputs order on iPad relays order to kitchen clearly on Point of Sales system and serves courses from kitchen and service bars. Observes diners to respond to any additional requests and to determine when meals are completed, Accepts payment. Clears and resets counters or tables at conclusion of each course. Ladles soup, brews coffee, and performs other services as determine by establishment's size and practices.
- **Busser** - Set-up and maintain cleanliness of work areas and dining room. Sweep and mop floors. Maintain cleanliness and storage of preparation equipment, plates, silverware, glassware, pots, pans and service utensils. Clean and replenish salt/pepper shakers, napkin dispensers and ketchup in guest seating areas. Assist in organization of refrigerator, freezers and storage rooms. Launder, sort and fold smocks, uniforms and towels. Remove all trash from tables and floor areas.
- **Runner** - is a worker who helps the wait staff and improve the dining experience for customers. They play a crucial part in a restaurant, performing a range of duties including assisting guests with orders, taking feedback, and preparing table set-ups.
- Perform other related job duties as required and assigned.

**Requirements:**

- High School diploma or equivalent required
- Ability to handle money accurately and operate a cash register/POS system
- Ability to lift, push, pull and/or carry up to 50 pounds
- Ability to stand for long periods of time
- Excellent customer service and communication skills
- Ability to coordinate tasks to meet production deadlines, work rapidly and efficiently during rush periods
- Readily adjusts schedule, tasks, and priorities when necessary, to meet business needs
- Ability to read, understand, and follow written and verbal instructions
- Ability to add, subtract, multiply and divide; basic skill in using a computer
- Ability to work in a fast-paced environment and perform high-quality work under pressure
- Ability to establish and maintain cooperative working relationships with a diverse population

The incumbent must also demonstrate an interest or ability in working in a multicultural/multiethnic environment. A background check (including a criminal records check) must be completed satisfactorily before any candidate can be offered a position with the UAS. Failure to satisfactorily complete the background check may affect the application status of applicants or continued employment of current UAS employees who apply for the position.

Review of applications/resumes will begin July 7, 2023 and will continue until the position is filled; however, the position may close when an adequate number of qualified applications are received.

UAS hires only those individuals lawfully authorized to work in the United States. Americans with Disabilities (ADA) requested accommodations should be made in advance to the UAS Human Resources Department.

Cal State LA University Auxiliary Services, Inc. is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex including sexual orientation and gender identity, national origin, disability, protected Veteran Status, or any other characteristic protected by applicable federal, state, or local law.

Click to Apply:

[https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=51c6cdd7-185f-4313-b429-ca6b13d93f50&ccId=19000101\\_000001&jobId=494708&source=CC2&lang=en\\_US](https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=51c6cdd7-185f-4313-b429-ca6b13d93f50&ccId=19000101_000001&jobId=494708&source=CC2&lang=en_US)