February 17, 2021

Front of the House Lead, (3) positions, UAS 1035
UAS Dining Services

Salary Range: $18.00 - $22.00/Hourly

Work Schedule: This is a 6-month Full-Time partially benefitted position; Monday – Sunday (hours to be determined – early hours and evenings will be needed); non-exempt position. This position is eligible for Medical benefits only. This is a temporary appointment expiring on or before August 19, 2021, with the possibility of renewal contingent upon the availability of funds.

Summary: UAS Dining Services provides hospitality service 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 and be proficient in basic customer service functions. The incumbent reports to the Executive Chef and Food Service Director.

Duties: Under the general supervision of the Executive Chef and Food Service Director, the incumbent will: be responsible for the early morning set up of multiple beverage and food stations located on the campus of the California State University of Los Angeles, stocks condiments and paper goods at the determined service stations; keeps area clean and organized; and maintains coffee station as necessary. They must be able to brew coffee, set up presentable service tables and maintain them throughout the day.

Requirements:

- Must have 10+ years of Front House Lead experience.
- Must have 10+ Years Food handling experience
- Must have will have a minimum High school diploma or general education degree (GED)
- Able to maintain a positive and cooperative attitude in dealing with staff, co-workers, customers, and the campus community.
- Possess strong customer service skills.
- Must have flexibility to a changing schedule dictated by client needs and possess the ability to lift up to 20 pounds.
- Must be dependable to show up and be ready to work, on time for their shifts.
- Other job duties may be assigned

The incumbent must also demonstrate an interest or ability in working in a multicultural/multietnic 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 February 17, 2021, 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.

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