

Café Grill Cook/Extra Help

This is a part-time position, 20-29 hours per week. The successful applicant will report to ASU Mid-South's Food Services Manager.

Minimum Qualifications: High school diploma or equivalent; 1 to 3 years food service experience preferred; Lift up to 50lbs; Read and follow safety regulations and standardized recipes; Must be able to work independently and follow instructions respectfully.

Work hours range from 7:30 A.M.-2:00 P.M. Monday through Friday.

Responsibilities: Politely greet customers and maintain proper levels of food and supplies at all times for customers. Ensure all food items are prepared quickly and according to guidelines. Follow safety guidelines, and ensure work table and work areas, cooking utensils, pots and pans are properly cleaned and sanitized according to Health Department standards and regulations. Work with other employees to promote organization and encourage teamwork. Perform cash register functions with a minimum of voids and cash over/shortages and follow all cash handling policies and procedures, assist with inventory controls and other duties as assigned. Prompt and regular attendance is required.

Proposed Start Date: September 28, 2020. Review of applications will begin immediately and continue until position is filled.

Salary: \$10.00-\$11.00 per hour depending on experience.

Required Application Materials: a completed ASU Mid-South application for employment.

Please note all employees of Arkansas State University Mid-South are subject to a background check.

Please submit your completed application to:

Arkansas State University Mid-South

ATTN: Human Resources

2000 West Broadway
West Memphis, AR 72301
870-733-6719 (Fax) or email to
HumanResources@asumidsouth.edu

ASU Mid-South and the Arkansas State University System are Equal Opportunity/Affirmative Action Employers.