



# Hospitality Assistant

## *Hospitality Services*

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*Summer 2026*

### **Duties/Responsibilities:**

Looking for assistants to assist in all areas of Hospitality Services to ensure the best service for our summer dining guests (both internal and external) A partial list of duties:

- General office duties
- Process customer transactions at the point of sale register
- Assists in the preparation and service of hot and cold food and beverage items.
- Restock food products, service ware, condiments and supplies
- Perform general cleaning duties
- Provide customer service in a positive and professional manner. Assists customers with requests. Enforces policies

### **Qualifications:**

- Excellent interpersonal skills
- Excellent verbal and written communication skills
- Ability to work independently
- Professional demeanor
- Ability to work a flexible schedule (early mornings, evenings, weekends)
- Ability to perform moderate physical labor
- Dress code

**Start date:** Sunday May 10, 2026

**End date:** Sat August 15, 2026

**Work Schedule:** Varies between 5:30 AM – 8:30 PM daily

**Hours Per Week:** 35 - 40

**Starting pay rate:** \$18.13/hour + meal plan (possible housing)

To apply, please submit student employment application to [dining@oxy.edu](mailto:dining@oxy.edu)