



Stockroom Assistant

Chemistry

Summer 2023

Duties/Responsibilities:

- Manage lab inventory and refill stock of lab supplies
- Refill acetone and prepare materials for use
- File and create labels for the stockroom office

Qualifications:

- Dependable
- Detail oriented
- Strong communication skills
- Good organization skills
- Self-motivated and a positive attitude

Start date: 5/30/23

End date: 8/4/23

Work Schedule: 9:30AM – 3:00PM

Hours Per Week: 30 hours/week (subject to change)

Starting pay rate: \$16.04/hour

To apply, please submit student employment [application](#) to Keiko Yokoyama at yokoyama@oxy.edu