FOOD COURT DELIVERY ASSOCIATE
JOB ANNOUNCEMENT #21-173

POSITION SUMMARY: Part-time, non-benefited position for the California State University, Fresno Association – Dining Services. This position will work a flexible schedule, which may include weekends and/or evenings.

ESSENTIAL JOB FUNCTIONS: Typical duties include, but are not limited to:
- Must be able to drive a golf cart, possess a valid driver’s license and must meet all driving requirements as provided by the organization
- Receives all perishable and non-perishable deliveries from vendors, ensuring all items on invoices are received and in good condition, rotating stock continually to ensure freshness, organizing supplies and inventory, and breaking down boxes
- Delivers product and supplies to other campus Dining operations
- Disposes of trash and recyclables
- Ensures the availability of clean dishes by washing all pots, pans, dishware, glassware, and flatware
- Keeps floors clean and free of debris
- Maintains cleanliness and sanitation of equipment, food storage, and work areas
- Completes cleaning and sanitation duties according to daily and weekly schedules
- Maintains a professional appearance according to uniform standards
- Exhibits outstanding attendance and punctuality and takes corrective action to prevent recurring absences
- Develops a positive working relationship with department and organization staff
- Performs other related job duties as required or assigned

POSITION REQUIREMENTS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- High School diploma or equivalent required
- Valid driver’s license
- Ability to lift, push, pull and/or carry up to 50 pounds
- Ability to stand for long periods of time
- Ability to operate standard foodservice equipment safely and effectively
- Ability to work safely with a variety of cleaning supplies and equipment
- 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 establish and maintain cooperative working relationships with a diverse population
- Current California Food Handlers card or willingness/ability to attain upon hiring

COMPENSATION: $14.00 per hour

DEADLINE: Application review begins immediately; open until filled

TO APPLY: Please visit the Auxiliary Human Resources page at http://www.auxiliary.com/auxhr/jobs.html for job announcement and application. Applications may be mailed, emailed, faxed, or delivered in person to:

California State University, Fresno
Auxiliary Human Resources
2771 E. Shaw Ave. (there is no suite number)
Fresno, CA  93710                              Fax: (559) 278-0988

E-mail completed application & resume to: HRAUX@LISTSERV.csufresno.edu

RESUMES WILL NOT BE ACCEPTED WITHOUT A COMPLETED APPLICATION

California State University, Fresno is a smoke free campus. For more information, please click http://fresnostate.edu/adminserv/smokefree/index.html

Employment for this position is by the California State University, Fresno Association, Inc. This is not a State of California position.

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