

California State University, Fresno Association, Inc.

TACO BELL ASSOCIATE JOB ANNOUNCEMENT #21-174

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: <ul style="list-style-type: none">• Operation of a cash register and/or POS system quickly and accurately• Balances cash drawer by counting cash at beginning and end of shift; has minimal discrepancies in cash handling• Engages with customers in a positive manner, resolves issues, answers questions, and provides an excellent customer experience with fair, friendly, and courteous service while maintaining a positive attitude• Knowledge of menu and/or food items with the ability to make suggestions and recommendations• Responds to customer needs; ability to deal with frequent changes, delays, and unexpected events• Assists with receipt of product deliveries from vendors• Assists with food preparation as needed• Maintains cleanliness and sanitation of equipment, dining room, and service areas• Completes cleaning, sanitation, and stocking 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• Perform other related job duties as required or assigned
POSITION REQUIREMENTS:	<i>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.</i> <ul style="list-style-type: none">• High School diploma or equivalent required• Ability to handle money accurately and operate a cash register/POS system• Ability to lift, push, pull and/or carry up to 50 pounds• Ability to stand for long periods of time• Excellent customer service and communication skills• 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 work in a fast-paced environment and perform high-quality work under pressure• 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.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY/ADA EMPLOYER