



## Student Employment - Cafe - Cashier

**Department: Food Services Café**

**Position Title: Cashier**

**Position Type: Student Hourly & Work Study**

### **Job Description:**

**HIRING NOW** so you can train for the spring shifts. Café cashier – responsible for accurately ringing up customer orders, receiving monies, counting back appropriate change, etc. Also responsible for setting up stations in the front of the house. Brewing coffee, turning on equipment, filling soda fountain with ice, stocking shelves and coolers, provide excellent customer service. Ability to lift and move supplies, equipment, furniture and food. Also required to clean and sanitize workstations, counters, dining room tables and chairs and other equipment

### **Job Requirements:**

Shift hours are Monday – Thursday 6:30 - 11:30am or Monday – Thursday 11:00 – 3:30. Strong customer service skills as well as **dependability** are needed as this position will interact with customers when ringing up items on register and as customers enter and exit café. Training will be provided. *You must be eligible for student employment (enrolled in a minimum of six (6) credit hours for the semester in which you will be working) to apply for this position.*

## Skills you will gain/enhance:

Customer service skills, state cash handling procedures, how to prioritize “to do” lists.

## Job Payment Information:

**Wage:** \$12.25

**Paid:** Bi-weekly (Fridays)

## How to Apply:

[Click here to apply for this position!](#)

For questions about this position, please contact **Kelly McDermott** at [Kelly.McDermott@rrcc.edu](mailto:Kelly.McDermott@rrcc.edu) or **303-914-6374**.

For questions about student employment in general, contact Bob Miller at [Bob.Miller@rrcc.edu](mailto:Bob.Miller@rrcc.edu).

This position will remain open until 1.31.2020.

## Title IX, Diversity and EEO Statement:

*Note: Former employees of the Colorado Community College System or one of its 13 colleges, who were disciplinary terminated or resigned in lieu of termination, must disclose this within your application materials.*

*Red Rocks Community College is committed to diversity in its people and programs. The College prohibits all forms of discrimination and harassment including those that violate federal and state law or the State Board for Community Colleges and Occupational Education Board Policies 3-120 and/or 4-120. The College does not discriminate on the basis of sex/gender, race, color, age, creed, national or ethnic origin, physical or mental disability, veteran status, pregnancy status, religion, genetic information, gender identity, or sexual orientation in its employment practices or educational programs and activities. Red Rocks Community College will take appropriate steps to ensure that the lack of English language skills will not be a barrier to admission and/or participation in vocational education programs.*

*RRCC has designated Arnie Oudenhoven as its Affirmative Action Officer/Equal Opportunity Administrator/Title IX Administrator with the responsibility to coordinate its civil rights compliance activities and grievance procedures. Report all concerns or complaints relating to discrimination or harassment to the Title IX/EO Coordinator(s). For information, contact Arnie Oudenhoven Executive Director, HR, Title IX Coordinator, Title VII/Equal Opportunity Coordinator, ADA/Sec 504 Coordinator, via mail at 13300 West Sixth Avenue, Lakewood, CO 80228. Phone 303.914.6298, or email [arnie.oudenhoven@rrcc.edu](mailto:arnie.oudenhoven@rrcc.edu) or*

*Deborah Houser, Assistant Director of Human Resources/Deputy Title IX Coordinator, 303.914.6224  
deborah.houser@rrcc.edu. 13300 West Sixth Avenue, Lakewood, CO 80228.*

*You may also contact the Office for Civil Rights, U.S. Department of Education, Region VIII, Federal Office Building, 1244 North Speer Boulevard, Suite 310, Denver, CO 80204, telephone (303) 844-3417.*

*Reasonable accommodation will be provided upon request for persons with disabilities. If you are a person with a disability who requires an accommodation to participate in the application process, please notify Human Resources at 303-914-6570.*

*RRCC conducts pre-employment background checks on all employment finalists to determine or verify background information, including criminal history, references from previous employment, qualifications, and, when applicable, driving history. Employment offers are contingent upon receiving a satisfactory report.*

*For information regarding Red Rocks Community College Security, including crime statistics for the Red Rocks Community College Lakewood and Arvada campuses, please see the Red Rocks Community College campus security website at <http://www.rrcc.edu/police/>. For a hard copy report, please contact 303.914.6494.*