



Federal Work Study

Job Description

Basic Needs Center (BaNC)

Please note that you must be eligible for Federal Work-Study to apply for this position.

Title of Position:

College Assistant I

\$17.00

Supervisor/Person to Contact:

Gayle Freund

gayle.freund@canyons.edu

(661)362 - 3959

Will schedule be arranged around student's classes? Yes ☒ No ☐

Dates & Hours:

Dependent on student's availability and department's needs.

Monday, Tuesday, Wednesday, and Thursday: 9:00 am to 1:00 pm or 1:00 pm to 5:00 pm

Friday: 9:00 am to 1:00 pm

Duties:

- Front desk reception
- Food pantry(stocking, donations and data entry)
- Grocery section(stocking, cleaning and data entry)
- Wellness Room(reception, data entry and cleaning)

Job Qualifications:

- College student
- Has good people skills

Student Employment Office

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