

Job Description

Carroll University
Chartwells Food Service
100 N. East Avenue
Waukesha, WI 53186

Purpose of Job:

- To assist faculty, staff and students of Carroll University through working on-site in the POD, PIT, Verde, Second Cup and Pio Perk.

Duties & Responsibilities:

- To assist staff of Chartwells Food Service with administrative/cooking/serving and cleaning duties as needed.
- To staff the MDR, PIT, and Cafe food service areas.
- To answer phones, do clerical work and other duties as assigned.

Job Qualifications:

- The desire to work in an active public setting.
- The ability to work well with others.
- A knowledge of Food Preparation and Service is desired for this position but not necessary.
- The desire to represent Carroll in a positive light as a representative of the University.

Supervisor:

- Mrs. Patricia Thacker
262-524-7347