

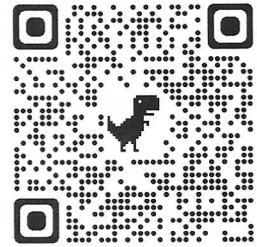


EVENT MANAGEMENT, DINING, AND HOSPITALITY

Illinois State University

We're Hiring!

The Department of Event Management, Dining, and Hospitality is one of 13 departments within the Division of Student Affairs. It provides the campus community and guests with high-quality, efficient, and innovative event services and dining options in a variety of settings dedicated to accentuating and enhancing the campus experience in a diverse community.



Current available opportunities include:

Culinary Assistant

Effective date of hire: 8/12/22

Pay rate: \$14.69 (effective 7/1/22)

This position assists in the preparation and service of food in residential dining centers. It also assists in maintaining a friendly and orderly dining environment by greeting customers, assisting with questions and service, and performing other customer service tasks, such as clearing tables and restocking condiments.

Culinary Associate

Effective date of hire: 8/12/22

Pay rate: \$18.22 (effective 7/1/22)

This position frequently participates in display cooking, utilizing woks, salad preparation, grilling, and pizza making to enhance our customers' experience.

Culinary Supervisor

Effective date of hire: 8/12/22

Pay rate: \$22.47 (effective 7/1/22)

This position plays an integral role in accomplishing department goals and initiatives by training and supervising the culinary staff and directing the preparation and service of menu items in residential dining centers.

Food Service Stores Laborer

Effective date of hire: 8/12/22

Pay rate: \$22.47 (effective 7/1/22)

This position coordinates the movement and storage of food and supplies within the operation, cleans and maintains all storage areas including coolers and freezers, and assists with the performance and coordination of the work of Food Service Sanitation Laborers in the dish room, ware washing area, and kitchen facility.

Food Service Sanitation Laborer

Effective date of hire: 8/12/22

Pay rate: \$18.22 (effective 7/1/22)

This position assists in tasks that require thorough cleaning, sanitation, maintenance, and storage of kitchen-related areas and equipment, while adhering to established safety and sanitation policies and procedures.

Retail Dining Associate

Pay rate: \$14.69 (effective 7/1/22)

This position assists the restaurant manager and assistant manager with all aspects of food production and service in our retail venues. Additionally, this position assists with sanitation, customer care, and cash handling.



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Retail Dining Supervisor

Pay rate: \$15.68 (effective 7/1/22)

This position plays an integral role in accomplishing this goal by training and coordinating the work of Retail Dining Associates and assisting with all aspects of food production and service in our retail venues.

Dining Room Supervisor

This position trains and coordinates the work performance of student employees and Culinary Assistants in the areas of guest relations, dining room service, and line service. Persons in this position also manage the point of sales procedures.

Starbucks Store Manager

This position is responsible for the daily operation and management of Starbucks operation as well as assisting with the management of other venues. This position will be responsible for the scheduling, product procurement, training, supervision, discipline administration as well as overseeing food products, cash handling, and customer service.

Assistant Banquet Manager – Catering Administrator

This position plays an integral role by assisting with the supervision of food service for special events, banquets, receptions, coffee service, luncheons, cultural meals, and dinners. This position requires the ability to think on one's feet, make on the spot decisions, and be flexible in work schedule to meet our customers' needs.

Retail Assistant Administrator – Food Service Administrator I

This position is responsible for planning, organizing, and managing food production, and service in assigned location(s). Additional duties include placing orders, storing maintain accurate inventory of necessary food stocks, small wares, and uniforms; training, scheduling, mentoring, and evaluating student employees; maintaining good customer service and solving guest complaints; and maintaining equipment, completing work orders, and recommending facility improvements.

Assistant Chef – Food Service Administrator II

This position provides direct supervision of all culinary staff of a fast-paced university residential dining center. Responsibilities include planning, implementation, monitoring, and evaluation of all aspects of the kitchen operation. Additional duties include providing product specifications, menu counts, completing inventories, and maintain good public relations with students, staff, and guests.

Extra Help Culinary Support – Various Positions

EMDH offers multiple opportunities that provide part-time flexibility. Positions assist with a variety of job duties including food preparation/production, customer service, clearing tables, restocking items, and cash handling.



*For additional information on employment, benefits, or to apply,
please visit jobs.illinoisstate.edu.*