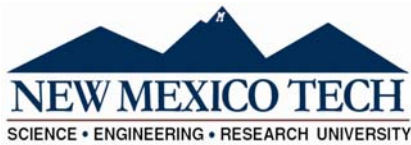


**Posted:** February 3, 2021



## POSITION ANNOUNCEMENT

**TITLE:** SNACK BAR COOK/ GOLF COURSE ATTENDANT      **DEPT:** GOLF COURSE

**REG**       **TEMP**       **FULL TIME**       **PART TIME**

**STARTING RATE or SALARY RANGE** \$10.50

Employees being promoted to a higher classified position receive the minimum for the position or a pay rate adjustment of 8% whichever is greater.

**All regular positions also entitle the employee to several benefits including health, dental, vision, life insurance, and retirement which is largely paid by New Mexico Tech for the employee and dependents.**

**INTERNAL POSTING THROUGH:** Concurrent\* CONSIDERATION WILL BE GIVEN FIRST TO TEMPORARY AND REGULAR TECH EMPLOYEES WHO APPLY WITHIN THE 7 DAY INTERNAL POSTING. APPLICATIONS RECEIVED AFTER THE 7 DAY POSTING MARGIN WILL BE CONSIDERED WITH OTHER OUTSIDE APPLICANTS.

### JOB DUTIES:

To work within the framework of the Institutions goals and objectives. To serve/ assist the cook in providing a quality snack bar/food service operation and to ensure that every customer has a quality experience on the golf course working within the framework of the golf shop budget. To assure that all required paperwork regarding membership, merchandise sales, registration of customers is followed as required by golf shop policy.

### REQUIRED QUALIFICATIONS:

Must be able to read and comprehend instructions, write information and complete simple forms. High school (or GED) level ability in spelling, grammar, basic composition and math required. Golf knowledgeable required. Golf/food Service point of sale computer skills required. Must have or be able to obtain a New Mexico Alcohol and Gaming Division Alcohol Server Certificate within 30 days of hire date. Must have or be able to obtain a New Mexico Environment Department Food Handler Card within 30 days of hire date. Must have experience and/or ability to count money and give correct change - ability to or have experience with cash register/ POS.

Apply to: [nmtjobapps@npe.nmt.edu](mailto:nmtjobapps@npe.nmt.edu) OR NMT/ HR 801 Leroy Place Brown Hall Box 014, Socorro, NM 87801