

# **Student Employment Job Description**

**Student Employment Office Only** 

\$12.00 per hour

# **Department Only**

**Department:** School of Cosmetology & Barbering

Campus: Daytona Beach/Deltona

**Funding:** Federal Work Study (FWS)

**Hours Per Week:** Up to 20 hours per week

Hourly Wage: \$12.00

**Days Needed:** Monday through Thursday (Flexible)

**Times Needed:** Daytona Beach: 9am – 9:30 pm (flexible hours within this timeframe)

Deltona: 9am – 3pm (flexible hours within this timeframe)

**Contact:** Bree Castelli

Contact Info: Bree.Castelli@DaytonaState.edu, 386-506-4171

Job Title: Assistant Lab Technician – Cosmetology & Barbering

**Purpose of Job:** To assist the Department Chair, faculty, students, and staff with all aspects of duties related to classroom and lab equipment operations, cleanliness, and safety.

#### **Duties/Responsibilities:**

- This position will provide support for Department Chair, faculty, staff and students for the assigned laboratories, classrooms, Salon area, and general areas throughout the building.
- Individual will be responsible for assisting with lab and classroom equipment operation, maintenance of lab equipment, cleaning, and stock/inventory supplies.
- Individual will assist in safe operation of lab equipment in compliance with College rules and guidelines; assist in periodically monitoring students and lab activity for any safety/security violations and reports issues to supervisor.
- Individual will be preparing and setting up labs for coursework as requested by department Chair, faculty, and staff, and clean and checks labs/classrooms and equipment to ensure optimal functioning.

## **Job Qualifications:**

- Must have good communication and organizational skills
- Comfortable working around students, faculty/staff, and the public
- Must be able to work independently, effectively, and professional
- Must demonstrate maturity, dependability, and possess excellent communication skills

### **Requirements:**

Personal Interview