

**Federal Work Study
Job Description Form**

Job Title: Student Food service worker
Department or Organization: Aramark/Dining Services
Address (Off campus only):

Desired No. of Hires: 2

Supervisor: Katharine O'Donnell
Office: Campus Center
Phone: 413-297-1544
Email: Odonnell-katharine@aramark.com

Designee: Kathleen Vadnais
Office: Campus Center 206E
Phone: 413-552-2130
Email: kvadnais@hcc.edu

General Job Description:

Greet and assist students and community members. Perform daily tasks and projects as needed.

Detailed List of Duties:

Duties may include cashiering, food prep, preparing food displays, ensuring the servery is clean, stocking products and other associated tasks.

Opportunities for Advancement: *Please list those duties an employee can expect to learn in terms of job growth, if rehired.*

The position will provide a learning environment for organization, time management, verbal communication skills, intrapersonal skills (customer service), public speaking and goal setting.

Responsibility Involved: *Consider responsibility for direction of others, service to the public, equipment or materials used, and the amount of confidentiality required.*

Skills and/or previous experience desired:

Willingness to assist a diverse population. Polite, professional, and pleasant attitude; effective interpersonal skills. Experience communicating effectively via phone, email and text. Quick learner and ability to follow directions. Proactive attitude towards challenges. Punctual, committed, and responsible.

Amount of supervision required:

Regular Occasional Minimal

Student employees are not permitted to work without any supervision.

Hours desired to cover (evening, weekend, etc.): Monday-Thursday 8am-1pm

How to Apply: Contact supervisor/designee listed above.

Completed and Submitted By:

Katharine O'Donnell
Print Name of Supervisor

Food Service Director
Title

02/19/2026
Date