



ANTELOPE VALLEY COLLEGE
invites applications for the position of:

PAT Box Office Sales Clerk

SALARY: \$13.00 Hourly
DEPARTMENT: Arts & Humanities
OPENING DATE: 12/19/19

DESCRIPTION:

This position is temporary. Under immediate supervision of the Performing Arts Theatre Manager or other assigned supervisor. The position performs cashiering, customer service, stocking, answering phones, and other similar duties.

REPRESENTATIVE DUTIES:

MINIMUM QUALIFICATIONS:

Training and Experience

- Any combination of training and experience that would provide the required knowledge and abilities is qualifying.
- A typical way to obtain these would be: **Experience as a sales clerk or cashier for a minimum of one (1) year.**

OTHER INFORMATION:

Temporary Employees (Professional Experts): May work up to 25 hours a week (not to exceed 100 hours per month), total not to exceed 999 hours for a total of 100 days. (Days are counted regardless of the number of hours worked per day.)

Varied Schedule: Seasonal basis with variable hours, during theater performances throughout each term.

EQUAL OPPORTUNITY EMPLOYER:

Antelope Valley College prohibits discrimination and harassment based on race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, or sexual orientation. Upon request, we will consider reasonable accommodations to permit individuals with protected disabilities to (a) complete the employment or admission process, (b) perform essential job functions, (c) enjoy benefits and privileges of similarly-situated individuals without disabilities, and (d) participate in instruction, programs, services, activities, or events.

Annual Security Report is provided by Antelope Valley College for prospective students and employees. A copy of this report is available at <http://www.avc.edu/administration/police/>

<http://www.avc.edu>

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