

# JOB DESCRIPTION FORM

Position: Event and Banquet Worker

Department: Conference and Event Services

Positions available: Federal Work study and State Work study

Supervisor: Kathy Simkins

Pay Range: positions start at \$8.05  
(must fall within UMW limits of \$ 8.05 – \$9.95/hr)

## Description:

Student positions are responsible for vendor assistance in a variety of job assignments providing general labor for events held on campus.

Duties include host/hostess for events, set up/clean up, and banquet serving.

Majority of hours are night and weekends. Duties may also include general Office duties working in the Conference Services Office.