Note: The job vacancies listed below may close at any time without notice. This job list now available at the Career Center’s website:

http://www.career.olemiss.edu/studentemployment.html

The University of Mississippi is an EEO/AA/Title VI/Title IX/Section 504/ADA/ADEA employer.

**LAST UPDATE: 9/6/13 RS**

**1000s – RESTAURANT/FOOD SERVICE POSITIONS**

1075 **SHIFT LEADER:** Cashier and cook needed for local restaurant. Flexible schedule.

1076 **CATERER:** Individual needed to work as server and assistant with local catering company. Weekends required.

1077 **SERVERS/COOKS/BUSBOYS:** Individuals needed to work in local restaurant taking orders, cleaning, and communicating effectively with customers/team members.

1078 **FRONT/BACK OF HOUSE (CASHIER/KITCHEN STAFF):** Individuals needed for various positions at a local restaurant. Customer service, food preparation, etc.

1081 **CASHIER/WAITSTAFF/BARISTA:** Individual needed to fill various positions at a local restaurant.

1082 **CASHIER:** Individual needed to work cash register and take orders at a local restaurant. Will work with student schedule.

1083 **COOK:** Individual needed to cook and clean kitchen at a local restaurant. No cooking experience required.

1084 **MAINTENANCE:** Individual needed to help unload deliveries and maintain the property and parking lot at a local restaurant.
2000s – RETAIL/CUSTOMER SERVICE POSITIONS

2080 ASSOCIATE MANAGER (TRAINING): Person needed to work in retail, must be willing to relocate.
2084 ASSOCIATE: Individual needed to work with local florist; taking orders, working with customers, and wrapping gifts.
2086 HOTEL MANAGER: Manager needed to oversee office operations.
2088 PHARMACY TECHNICIAN: Individual needed to help fill prescriptions in a retail pharmacy.

3000s – SECRETARIAL/DATA ENTRY POSITIONS

3084 STUDENT CALLER: Student needed to call Alumni, parents, and friends of the University to raise money for various funds.
3085 CALLER: Individual needed to contact customers regarding product changes and orders. Applicant should have strong communication and phone skills.

4000s – CHILDCARE/BABYSITTING

4002 BABYSITTER: Individual needed to provide childcare for local families and Ole Miss Alumni. (Placement company).
4003 TEACHER ASSISTANT: Individual needed to assist in daily activities at a local day care.

5000s – SALES/MARKETING

5001 SALES ASSOCIATE: Individual needed to work sales floor, interact with customers, and provide quality customer service.
5003 SALES REPRESENTATIVE: Individual needed to represent a cell phone company (responsible for Memphis, Southaven, and Olive Branch area).
5004 CAMPUS REPRESENTATIVE: Student needed to promote company programs and products on campus.
5005 CAMPUS BRAND AMBASSADOR: Individual needed to generate interest for a new tech product.
7000s - ODD JOBS

7000 DRIVER/INSPECTOR: Drivers needed to inspect vehicles for damage and move to various locations. Must have valid license and pass drug/background checks.

7009 DESIGNATED DRIVER/RECEPTIONIST: Driver needed to transport customers from one location to another. Must have a vehicle, valid license, and clean record.

7014 CUSTOMER SERVICE/IT: MIS and CSI majors needed with strong IT background. Provide customer support for applications and offer support via phone and email.

7015 PHOTOGRAPHER: Individual needed to photograph Ole Miss tailgating and football events. Student must have access to a digital camera, computer, and the internet.

8000s - OTHER POSITIONS

8000 TUTOR: Individual needed to tutor in various subjects and levels. Flexible hours.

8001 HOUSE SUPERVISOR: Individual needed to oversee house and residents. Must be available nightly.

8002 COMPUTER TECHNICIAN: Individual needed to make basic repairs on computers, iPhones, etc. Technology background and customer service skills required.

8003 LUMBER YARD WORKER: Employee needed to help process and load orders for a local business. Must be physically capable of lifting heavy containers/objects.

8004 PAINTER: Individual needed to assist local home owner in painting a house.

8005 INTERVIEWER: Students needed to work with a national research market research firm visiting the Ole Miss Campus.

8131 SECURITY GUARD: Individuals needed to provide security for events such as sporting events, weddings, parties, etc. Must be available to work nights and weekends.

8132 GYMNASTICS COACH: Coach needed for beginner and intermediate gymnastics classes. Gymnastics experience required.

8133 TUMBLING COACH: Coach needed to work with beginning cheerleaders in Oxford. Tumbling/Cheerleading experience required.

8141 ATTENDANT: Attendant needed at local carwash to work with customers and maintain site. Opportunities for advancement.

PLEASE REFER TO THE FOUR-DIGIT CODE ON THE LEFT SIDE WHEN INQUIRING ABOUT THESE POSITIONS.