Job Opening

Department: Intercollegiate Athletics
Area: Athletic Equipment
Title: Student Athletic Equipment Assistant
Position: Work-Study/Student Assistant (Fall Semester)
Hours: 15-20 hrs/week
Salary: $11.50 per hr
Contact: Head Athletic Equipment Manager - Izzy Gold
Email: isidore.gold@csun.edu
Paperwork: Resume & Cover Letter must be submitted via email (no phone calls)
Date Due: Please submit all paperwork by May 30, 2018

Job Duties:

The work study/equipment assistant will assist the Head Athletic Equipment Manager with the overall operation of a Division I equipment room, which supports 8 men’s and 11 women’s sports. The work study/equipment assistant will assist with issuing locks and lockers to student athletes. Assist with checking in of all good and surplus items for the Department of Intercollegiate Athletics. Inventory of all items such as uniforms, practice gear, footwear, travel sweats, bags and all misc items. Assist the Equipment Manager with laundering of uniforms, practice gear, game towels, shower towels and floor towels. Assist with the collection, distribution of all uniforms and gear from team locker rooms, and set up of locker rooms for home games. Assist with packing of travel bags for all away games and other duties as assigned.

Job Qualifications:
Must be a full-time student enrolled in at least 12 units. Have federal work study through the office of financial aid or be enrolled as a full time student at CSUN. Have at least some knowledge of sports and athletics. Be able to compare numbers and names at a fast pace. Have knowledge of computer programs such as Microsoft Word, Microsoft Excel, Microsoft Publisher and other computer software. Have a basic knowledge of sewing by hand, and have good hand eye coordination.