



FrogJobs Number: 00000
Department: Housing and Residence Life
Position: Housing Facility Student Assistant (HFSA)
Start Date: May 13, 2024

Duties and Essential Job Functions:

- Assist the summer housing facilities team to prepare campus housing facilities for move-in
- Assist in the turnover of facilities between semesters for smooth transition
- Assisted with maintenance tasks to uphold facility standards
- Collaborate with supervisors to prioritize tasks and meet deadlines efficiently
- Provided facilities support during summer conference season as needed
- Communicate effectively with facilities team members to coordinate efforts efficiently

Requirements:

- Must be an enrolled undergraduate student at TCU for the upcoming academic year
- Must be in good academic standing
- Must be in good judicial standing with the University and the department of Housing and Residence Life
- Student account must be in good financial standing
- Must be able to lift 50 pounds

Preferred Skills:

- Customer Service
- Teamwork
- Critical Thinking
- Diversity and Inclusion
- Administrative
- Communication

Remuneration:

- The position is based on 35 hours of work a week
- Full room credit of single room based on availability in assigned residential area
- Full meal plan credit for assigned staff meal plan
- Paid bi-weekly based on the TCU summer pay schedule at an hourly rate of \$10.00