



Ozarka College

Providing life-changing experiences through education.

Federal Work Study Position Job Description: Fitness Center

Job Location/Campus: Fitness Center
Department: General Education
Supervisor: Stacy Gore
Rate of Pay: _____
(current Arkansas minimum wage)

Position Start Date: _____
Position End Date: _____
Hours Per Week: _____

Description: Assist the fitness center director in maintaining fitness equipment and providing a clean, safe, fitness center for students, employees, and community members.

Possible Tasks:

- Answer phones
- Greet students and other visitors
- Running errands
- Copy, file, and shred documents
- Prepare mail-outs
- Light cleaning
- Other duties as assigned

Essential Qualifications:

- Must meet criteria for Federal Work Study program, and must maintain semester and overall grade point average of 2.0 and meet the standards of Ozarka's Satisfactory Academic Progress (SAP) policy to retain the Federal Work Study position.
- Safety-minded
- Customer service oriented: helpful, friendly, and cooperative
- Dependable
- Follow instructions well

Melbourne
218 College Dr
Melbourne, AR
870-368-7371

Ash Flat
64 College Dr
Ash Flat, AR
870-994-7273

Ash Flat Technical Center
64 College Dr
Ash Flat, AR
870-994-7273

Mountain View
1800 College Dr
Mountain View, AR
870-269-5600