



**The NCED Marriott Conference Center has openings for the following positions located at the US Postal Service NCED, Norman, OK. Relocation expenses are not covered under the terms of this contract.**

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**Loss Prevention Officer I(General & Administrative)- Part-Time**

Protect and safeguard all hotel guests and associates, their belongings and all hotel assets.  
\$10.25 hr

**Food Service Worker(Restaurant)-Part Time**

Full service of food in the Associate Cafeteria. Preparation of the cafeteria for service, including maintaining proper level of stock, sanitation and safety. \$6.87 hr

**Lounge Server – Part Time**

Will serve as cocktail waitress. Previous experience helpful.  
\$4.00 + tips.

**Utility(Kitchen)- Part Time**

Responsible for cleaning and sorting all dishes, cooking utensils and silverware. They are responsible for ensuring the kitchen areas are cleaned according to sanitary regulations. Ensures all kitchen and cafeteria garbage is collected and disposed of. Stocks dishes, glassware and silverware in the appropriate storage areas. \$6.98 hr

**Front Desk Clerk I(Rooms)- Part-Time**

Responsible for checking guests into and out of the hotel. Answers all inquiries. Posts charges to guestrooms, verifies credit cards, balances bank at the end of the shift. Distributes mail and information to guests in a timely manner. \$8.41 hr

**Purchasing Clerk(Restaurant)- Full-Time**

Responsible for a variety of duties in the purchasing of various food products and services. Ensures all Food Production personnel have needed product and supplies sufficient enough to perform their job function and duties. Previous storeroom experience helpful. Able to operate a calculator and computer. Previous volume cooking experience helpful. \$11.78 hr

**Housekeeping Attendant I(Laundry)- Part-Time**

Thorough cleaning of guestrooms consists of replacing all linen and terry in the room, vacuuming and dusting, replacing guest supplies, and thorough bathroom cleaning. \$7.27 hr

Apply online at <http://GreatJobs.Marriott.com>  
EOE, Drug Free Workplace, M/F/D/V.