



# Pine Technical & Community College

## Student Employment Position Description

**Rate of Pay:** \$10.00/hour

**Location :** Gunsmithing & Manufacturing Lab

**Supervisor:** Darren Lund

**Hours:** Up to ten (10) hours per week

**Eligibility:** Must be Federal or State work study eligible

**Duties and Responsibilities:** Assist with tool crib clean-up, inventory, organization and provide office help as needed.

**Required Skills / Job Qualifications:** Prefer knowledge of gunsmithing or machining with the ability to stay on task and work independently.

### Learning Objectives:

- Exhibit an understanding of ensuring a safe work environment
- Demonstrate responsibility through attendance, punctuality and reliability
- Demonstrate time management by being organized and prioritizing tasks

If you are interested in this position, please email the following items to *Darren Lund*, at [lundd@pine.edu](mailto:lundd@pine.edu), with "Student Employment" in the subject line.

- Hours you are available to work
- Contact information and best way to reach you
- Previous work experience

\*Most positions are August—May, with the possibility to work over Summer break.

\*\*Schedules and evaluations are overseen by each supervisor and may vary. Please see the Student Employment Handbook for more details.



800.521.7463/  
320.629.5100



[www.pine.edu](http://www.pine.edu)



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