

Consultant for Dokapi affairs

Students' Union of the University of Arts Linz | Linz, 21.03.2025

The Students' Union of the University of Arts Linz is looking for
A Consultant for Dokapi affairs.

The role as Consultant for Dokapi affairs includes the following areas:

- Taking on bar shifts at Dokapi
- Preparation and serving of food and beverages
- Carrying out the daily accounts
- Supporting the Advisor of Dokapi affairs in organizing and carrying out projects and events
- Collaboration with the Department for Press and Public Relations in promoting projects and events
- Stock management and storing ordered goods
- Taking care of the Dokapi premises and equipment (ensuring cleanliness and order, making the dining area and terrace inviting, etc.)
- Participation in university representation meetings and team meetings

A reliable and professional handling of finances and accounting is required. Additionally, a conscientious and hygienic approach to food, as well as bar and kitchen equipment, is expected.

The Students' Union of the University of Arts Linz offers you the opportunity to work in a dynamic team within an extraordinary and exciting environment. You will have the chance to develop your professional skills and actively shape future processes.

Furthermore, the position as **Consultant for Dokapi affairs** provides the possibility of extending family or student allowances, earning ECTS credits for elective courses, and receiving a functional allowance of 80 € (9x per year) as compensation for the voluntary work.

We look forward to receiving your application documents, including your CV and a list of your previous activities, via email at oeh.bewerbung@kunstuni-linz.at !