

University of Dubuque  
Student Employment Opportunities

|                       |   |
|-----------------------|---|
| JOB TITLE:            | OFFICE ASSISTANT  |
| Department:           | FINE & PERFORMING ARTS  |
| Location:             | DUNLAP TECH 214   |
| Supervisor:           | AMY RESSLER   |
| Phone Number:         | X 3635 OR CELL: 563-542-5452  |
| Email:                | ARESSLER@DBQ.EDU  |
| Job Responsibilities: | <ul style="list-style-type: none"><li>• FILING, COPYING, RUNNING ERRANDS ON CAMPUS, ASSISTING WITH THEATRE PRODUCTION TECHNICAL DETAILS. NEEDS SOME COMPUTER SAVVY.</li></ul> |
| # of Positions:       | ONE   |