

MANUAL Student Employment Office Office of Career Services	SECTION Student Job Description			PAGE 1 / 1 <hr/> REVISED 11/88
SUBJECT <i>Student Supply Attendant</i>	RANK x012	GROUP II	CBC Yes	PHYSICAL Yes

DEFINITION:

Under the general supervision of a staff or faculty employee, a student usually performs all or part of the following duties:

- (a) Stocks the unit(s) with all items needed (this may include up to approximately 250 different stock items, 25 different pieces of equipment and 20 different types of linen.)
- (b) Restocks the treatment rooms, labs and nurse servers on the nursing unit(s) as scheduled.
- (c) Responds to the needs of the staff in emergencies.
- (d) Performs other related duties as assigned.

BASIC QUALIFICATIONS:

Knowledge of a hospital setting and ability to perform under pressure, knowledge of all supplies used and their basic functions and acceptable substitutions, ability to organize their time; cooperative and able to work well with professional people, ability to lift and move heavy items.