

**Apply:**

1. Visit the [Ohio State career site](#) and click “Sign In” on the top right of the page. Search for Create Account at the bottom of the sign in box. Enter your email address and create a password. Passwords must be a minimum of 8 characters and include: • Uppercase character • Lowercase character • Alphabetic character • Numeric character • Special Character (e.g., #, etc.)
2. Select “Search for Jobs”
3. Filter the search using “Primary Location” = Newark
4. Select the job title (blue font) to view the job description
5. Select “apply”

Refer to this [Applicant FAQ](#) for more details.

**Questions:** contact Newark’s Operations Manager: Lori Garrabrant, [Garrabrant.19@osu.edu](mailto:Garrabrant.19@osu.edu), 740-366-9201 or Assistant Operations Manager: Alyson Erick, [Erick.6@osu.edu](mailto:Erick.6@osu.edu), 740-755-7117

**Position Working Title:** Student Assistant

**Information Regarding Dining Services Student Employment:** <https://dining.osu.edu>