Work Study Job Openings
For Theatre Arts

Theatre Arts Office – 2 openings
Clerical help needed in Theatre Arts Office. General office duties: answer phones, greet and direct guests, use copy machine, fax and computer. Deliver packages, posters and mail to various offices on campus. No heavy lifting involved. Hours available 8:30am-5:00pm
Pay rate $7.00/hr

Theatre Arts Costume Shop – 2 openings
Persons needed to work in Theatre Arts costume shop. Ability to use sewing machine and hand stitching preferred. Must be able to follow instructions. Hours available 8:30am-5:00pm.
Pay rate $7.00/hr

Theatre Arts Front of House Staff – 5 openings
Persons needed to work in the Theatre Arts Box Office and Front of House. Responsibilities include processing phone orders and walk-in sales, as well as house management and concession sales. Good customer service skills are a must. Pleasant disposition and cheerful attitude. Daytime, evening and week end hours available.
Pay rate $7.00/hr

Theatre Arts Scene Shop – 4 openings
Persons to work in Theatre Arts Scene Shop. Experience in use of power tolls, scenery construction, or theatre lighting preferred. Must have positive attitude. Hours available 8:30-11:30 and 12:30-5:00.
Pay rate $7.00/hr

Theatre Arts Marketing Office – 2 openings
Publicity and promotion assistance needed for all aspects of Pitt Rep Productions and Shakespeare-in-the Schools. Writing, computer, photography and people skills essential. Desktop publishing helpful. Hours available 9am-6pm.
Pay rate $7.00/hr
To apply for any of these positions, e-mail Pamela Weid, Theatre Arts Dept. Administrator, and indicate your name, class year (freshman, soph, etc.), best phone and time to call you. Include any skills relevant to any specific position that is of interest.

You should apply as soon as possible in the semester