

We're hiring:

Part-time Event & Catering Assistant (m/f/d)

Join our team and support our executive education events at the **University of Cologne Business School!**

We're looking for a reliable and service-minded individual who enjoys working with people and wants to be part of an international and friendly team.

What you'll do:

- Support the set-up and breakdown of catering for seminars and events on campus
- Provide general service assistance (e.g. making coffee, clearing tables, loading the dishwasher)
- Typical working hours: **Fridays from 4.00 pm to 9.30 pm and/or Saturdays from 7.00 am to 5.0 pm** (1–2 shifts per month)

What you bring:

- A friendly attitude and strong communication skills
- Ability to stay calm and focused during busy periods
- Good English skills and basic German knowledge
- A dependable, hands-on approach and the ability to work independently
- Previous experience in hospitality, catering or service is a plus

What we offer:

- A friendly and supportive working environment in a young and dynamic team
- Work directly on the University of Cologne campus
- Flexible scheduling with long-term planning reliability (shifts are scheduled months in advance)
- Hourly pay: **€15 gross per hour**

The University of Cologne Business School was established in 2015 and brings together the university's expertise in executive education. We offer an MBA programme and executive seminars in both English and German, working closely with national and international partners. Our programmes are designed for young professionals and senior leaders alike.

Interested?

We'd love to hear from you! Please send a short CV to: mba-office@uni-koeln.de

Questions?

Feel free to contact Ms Nina Schimmelpfennig at +49 221 89084 or via email: mba-office@uni-koeln.de