



Catholic Diocese of Evansville
Catholic Schools Office
4200 N. Kentucky Ave • P.O. Box 4169
Evansville, Indiana 47724-0169
Phone: (812) 424-5536 • Fax: (812) 424-0973
Web Address: www.evdio.org

School Name: [Mater Dei](#)

Contact Name: [Sam Fleming](#)

Contact Phone Number: [812.422.2302](#)

Contact Email: sfleming@evdio.org

Date Posted: [5/10/2024](#)

Date Closed: [6/28/2024](#)

Job Type: [Non Certified](#)

Employment Type: [Part -Time](#)

Title/Position: [Other](#)

Grade Level/Subject Area:

Start Date: [6/3/2024](#)

Job Description/Responsibilities:

[Take a weekly inventory of all products. Oversee opening and closing of concessions. Order food and drink products on a weekly basis as needed. Assist with scheduling teams and clubs to staff concessions. Train teams and clubs to work concessions. Assist business office with income. Assist business office with invoices to be paid. Communicating with athletic director any issues with concession.](#)

Qualifications:

[At least 21 years old. Desire and ability to work and relate to people in a Catholic high school setting. Safe Environment training and Background Check required.](#)

Additional Instructions:

[Title/Position: Concessions Manager](#)

Application Instructions:

Thank you for your interest in working for the Catholic Schools of the Diocese of Evansville. Please email a letter of interest and completed application packet to the Catholic Schools Office at csso@evdio.org.

Application Packets can be downloaded from the Diocese of Evansville website.

Certified Teacher Application <http://www.evdio.org/certified-employee-application-instructions.html>

Non Certified Application <http://www.evdio.org/non-certified-employee-application-instructions.html>

Bus Driver Application <http://www.evdio.org/bus-driver-employee-application-instructions.html>