



2007 – 2008 FEDERAL WORK – STUDY JOB LISTING

Referral #: 20		Job: A		Office/Dept.: CCNY High School for math, science & engineering		Division:	
Bldg./Rm.: BH-10		Agency Code #: 04302		Location Code: 2426		Community Service? No	
Title of FWS Position: Office Assistant					Office Hours: 9:00 am. – 5:00 pm., Mon. – Fri. (See below for evening and weekend options.)		
Job Description: Student will file, enter data, draft and type letters, and answer phones.							
Semester	Number of Positions Available	Minimum Hrs per week	Maximum Hrs per week	Evenings?	Weekends?		
Summer 2007	0	0	0	No	No		
Fall 2007	2	5	20	No	No		
Intersession '07-'08	2	5	20	No	No		
Spring 2008	2	5	20	No	No		