



2007 – 2008 FEDERAL WORK – STUDY JOB LISTING

Referral #: 30	Job: A	Office/Dept.: Chemistry			Division: Science
Bldg./Rm.: MR-1024	Agency Code #: 04302	Location Code: 5706	Community Service? No		
Title of FWS Position: Clerical/Admin/Accounting aide				Office Hours: 9:00 am. – 5:00 pm., Mon. – Fri. (See below for evening and weekend options.)	
Job Description: Preparation and processing of database.					
Semester	Number of Positions Available	Minimum Hrs per week	Maximum Hrs per week	Evenings?	Weekends?
Summer 2007	2	10	35	No	No
Fall 2007	2	10	20	No	No
Intersession '07-'08	2	20	35	No	No
Spring 2008	2	10	20	No	No



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Referral #: 30	Job: B	Office/Dept.: Chemistry			Division: Science
Bldg./Rm.: MR-1024	Agency Code #: 04302	Location Code: 5706	Community Service? No		
Title of FWS Position: Office Aide				Office Hours: 9:00 am. – 5:00 pm., Mon. – Fri. (See below for evening and weekend options.)	
Job Description: General office support: filing, sorting mail, light typing, log-in deliveries, and in-stock room.					
Semester	Number of Positions Available	Minimum Hrs per week	Maximum Hrs per week	Evenings?	Weekends?
Summer 2007	2	15	20	No	No
Fall 2007	2	15	20	No	No
Intersession '07-'08	2	15	20	No	No
Spring 2008	2	15	20	No	No



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Referral #: 30	Job: C	Office/Dept.: Chemistry			Division: Science
Bldg./Rm.: MR-1024	Agency Code #: 04302	Location Code: 5706		Community Service? No	
Title of FWS Position: Stock room clerk				Office Hours: 9:00 am. – 5:00 pm., Mon. – Fri. (See below for evening and weekend options.)	
Job Description: Log-in and sort inventory.					
Semester	Number of Positions Available	Minimum Hrs per week	Maximum Hrs per week	Evenings?	Weekends?
Summer 2007	2	15	20	No	No
Fall 2007	2	15	20	No	No
Intersession '07-'08	2	15	20	No	No
Spring 2008	2	15	20	No	No