



2007 – 2008 FEDERAL WORK – STUDY JOB LISTING

Referral #: 57	Job: A	Office/Dept.: Financial Aid			Division: Finance
Bldg./Rm.: A-104	Agency Code #: 04302	Location Code: 3879		Community Service? No	
Title of FWS Position: Student Aide				Office Hours: 9:00 am. – 5:00 pm., Mon. – Fri. (See below for evening and weekend options.)	
Job Description: Student will do word processing, assist in placement and payroll, file, process incoming/outgoing mail, on-campus deliveries, light lifting, and answer phones; occasional evening hours as needed.					
Semester	Number of Positions Available	Minimum Hrs per week	Maximum Hrs per week	Evenings?	Weekends?
Summer 2007	15	10	35	No	No
Fall 2007	15	10	20	No	No
Intersession '07-'08	15	10	35	No	No
Spring 2008	15	10	20	No	No



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Bldg./Rm.: A-104	Agency Code #: 04302	Location Code: 3879	Community Service? No		
Title of FWS Position: Student Aide				Office Hours: 9:00 am. – 5:00 pm., Mon. – Fri. (See below for evening and weekend options.)	
Job Description: Student will do filing, process incoming/outgoing mail, on-campus deliveries, light lifting, and answer phones; occasional evening hours as needed.					
Semester	Number of Positions Available	Minimum Hrs per week	Maximum Hrs per week	Evenings?	Weekends?
Summer 2007	0	0	0	No	No
Fall 2007	4	10	20	No	No
Intersession '07-'08	4	10	35	No	No
Spring 2008	4	10	20	No	No