



2007 – 2008 FEDERAL WORK – STUDY JOB LISTING

Referral #: 70	Job: A	Office/Dept.: Institute for Ultrafast Spectroscopy & Lasers		Division: Science	
Bldg./Rm.: MR-201	Agency Code #: 04302	Location Code: 7702		Community Service? No	
Title of FWS Position: Clerical Aide				Office Hours: 9:00 am. – 5:00 pm., Mon. – Fri. (See below for evening and weekend options.)	
Job Description: Student will perform office duties: answer telephone, photocopy, fax, file, and other general office duties. Willing to train. Very flexible work schedule.					
Semester	Number of Positions Available	Minimum Hrs per week	Maximum Hrs per week	Evenings?	Weekends?
Summer 2007	1	10	30	No	No
Fall 2007	1	6	15	No	No
Intersession '07-'08	1	6	15	No	No
Spring 2008	1	6	15	No	No