



2007 – 2008 FEDERAL WORK – STUDY JOB LISTING

Referral #: 96	Job: A	Office/Dept.: Political Science			Division: Social Science
Bldg./Rm.: NA-4/126	Agency Code #: 04302	Location Code: 7809		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 perform office duties to include, filing, typing, distributing mail, and making deliveries.					
Semester	Number of Positions Available	Minimum Hrs per week	Maximum Hrs per week	Evenings?	Weekends?
Summer 2007	1	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