



**STUDENT WORKFORCE PROGRAM
JOB POSTING REQUEST**

Student Job Title:

Start Date:

Department (*where the student is actually working*):

Campus location:

Contact Person

Phone Ext:

How many positions available:

Which type of student worker can fill this position?:

Is the schedule flexible to fit the student's schedule?

Rate of pay: \$15.00/hour

JOB DESCRIPTION (list daily, periodic, and non-routine duties):

DESIRED QUALIFICATIONS:

What hours are needed for coverage? (*please specify schedule; if flexible, leave as varies*):

Monday

Tuesday

Wednesday

Thursday

Friday

Authorized Approver's Signature:

Date: