STUDENT EMPLOYEE JOB DESCRIPTION

Department/Office Name:

Job Title:

Number of Positions by Funding Source:

Federally funded (based on FAFSA application):

Institutionally funded:

Grant or Other funding:

Job Description:

Hours per week (max. 15 during school, 20 during summer, up to 40 during breaks):

Days student is needed (specify):

Indicate if work must be done at specific times on specific days:

Work Location/Room No.:

Employment to Begin:

Employment to End:

Essential job duties:

Other job duties:

Position is most closely matched to the goals of which Casper College major(s):

Required skills and qualifications:

Successful completion criteria:

Evaluation cycle:

Contact Person:

Office:

Phone:

E-mail: