

**TRINITY VALLEY COMMUNITY COLLEGE  
FEDERAL WORK-STUDY  
JOB POSTING**

**ALL ITEMS BELOW ARE REQUIRED FOR JOB POSTINGS:**

JOB TITLE	<u>Football Workstudy</u>
DEPARTMENT	<u>Football</u>
REQUESTOR - SUPERVISOR	<u>Brad Smiley</u>
OFFICE (Bldg & Room #)	<u>Field house</u>
OFFICE PHONE #	<u>903-675-6219</u>
OFFICE CONTACT HOURS	<u>8-4:30</u>
# OF STUDENTS NEEDED	<u>1</u>
# OF HOURS PER WEEK	<u>19 hrs</u>

QUALIFICATIONS REQUIRED Reliability, punctuality, loyalty

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DUTIES General office duties, filing, organizing, mail-outs, anything that would help the  
the football program run more efficiently

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PRE-SCREENING QUESTIONS \_\_\_\_\_

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OTHER PERTINENT INFO \_\_\_\_\_

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