

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

ALL ITEMS BELOW ARE REQUIRED FOR JOB POSTINGS:

JOB TITLE Student Worker-Humanities Dept.

DEPARTMENT Humanities Dept Workstudy

REQUESTOR - SUPERVISOR Charlotte Renk

OFFICE (Bldg & Room #) A232

OFFICE PHONE # 903-675-6274

OFFICE CONTACT HOURS _____

OF STUDENTS NEEDED 1

OF HOURS PER WEEK 10-19 hours

QUALIFICATIONS REQUIRED Good English student, dependable, computer literate and keyboarding skills

DUTIES Word processing tests, handouts, grading and filing

PRE-SCREENING QUESTIONS _____

OTHER PERTINENT INFO _____
