

**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 Diane David  
OFFICE (Bldg & Room #) A-GS-107  
OFFICE PHONE # 903-670-2631  
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  
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\_\_\_\_\_  
\_\_\_\_\_

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

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