SAINT PETER"S COLLEGE
SUMMER JOB DESCRIPTION/REQUEST FORM
FOR FEDERAL/NON-FEDERAL STUDENT POSITIONS

TO BE COMPLETED BY THE DEPARTMENT SUPERVISOR –

FEDERAL WORKSTUDY _____ SAINT PETER'S COLLEGE WORKSTUDY _____
START DATE: _____ END DATE : _____ LEVEL : _____
JOB CLASSIFICATION: _____ PAYRATE: _____
 # OF STUDENTS NEEDED _____

BRIEF JOB DESCRIPTION:

_____
_____
_____
_____
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_____
_____

CONTACT PERSON: _____ EXTENSION # _____

PLEASE NOTE: IT IS A POLICY TO PLACE FEDERAL WORKSTUDY STUDENTS, FIRST.

PLEASE CONTACT THE WORK STUDY OFFICE WHEN THE POSITION IS FILLED SO THE POSITION WILL BE REMOVED FROM THE WEBSITE.

PLEASE FORWARD THIS FORM:
COURTNEY WILSON, WORK STUDY TECHNICIAN
EXTENSION # 9306
ENROLLMENT SERVICES CENTER

_____
OFFICE USE ONLY

RECEIVED DATE: _____
LISTED DATE: _____
INITIALS : _____