

**AVAILABLE
WORK / STUDY POSITIONS
FALL 2011 / SPRING 2012**

DEPT.	POSITION & JOB DESCRIPTION	LOCATION	HOURS	AVAIL.	CONTACT PERSON	SPECIAL REQUIREMENTS
Community Programs Telephone: 861-4175	Student Assistant <ul style="list-style-type: none"> • General office work-typing, filing, copying, on-campus errands, flyer mailings • Good Communication skills. 	Fowler Family South Side Center	Flexible	Filled	Michelle Sadigh	Dependability, confidentiality Must be able to file alphabetically. Must be able to follow tasks. Computer skills helpful.
Corporate and Public Safety Department; 332-6596	Student Assistant <ul style="list-style-type: none"> • General office work-typing, filing, copying, on-campus errands, flyer mailings • Good Communication skills 	Fowler Family South Side Center	Flexible	Filled	Heather Ehritz	Dependability, confidentiality. Must be able to file alphabetically. Must be able to follow tasks. Computer skills helpful.

Revised: 10/11/2011