



Work-Study Job Posting Request

Semester/Year: Fall: 2022 Spring: _____ Summer: _____

Type of WS: Federal Institutional

Department (Dept#): ARC (2405) ▼

Campus: Poteau Sallisaw Off Campus

Building: George Ollie Building Office/Room #: 1318

Job Duties/Responsibilities: Maintaining a sterile and clean environment at all times, staying on top of everyone signing in/out, assisting to help resolve issues, possible tutoring if interested, very important to watch all proctored and accuplacer testing carefully, be available at all times in Lab

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Schedule: (Possible working hours)	Closed	7:30-6:30pm Any availability	7:30-6:30pm Any availability	7:30-6:30pm Any availability	7:30-6:30pm Any availability	7:30-4:00pm Any availability	Closed

Supervisor Name: Erika Castillo

Email: ercastillo@carlalbert.edu

Phone #: 918-647-1319

Other Information (if applicable): Remember punctuality, great attitude, and the willingness to take instructions and help at all times is a MUST!