



Work-Study Job Posting Request

Semester/Year: Fall: _____ Spring: _____ Summer: 2023

Type of WS: Federal Institutional

Department (Dept#): ARC (2405)

Campus: Poteau Sallisaw Off Campus

Building: Ollie Office/Room #: ARC Lab

Job Duties/Responsibilities: Answer phone calls, constantly cleaning and sterilizing everything, helping all students, faculty, staff coming in and out of the lab, proctoring tests and giving accuplacer testing, and any other duties given

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Schedule: (Possible working hours)		Any	Any	Any	Any	Any	

Supervisor Name: Erika Castillo

Email: ercastillo@carlalbert.edu

Phone #: 918-647-1319

Other Information (if applicable): Will work with class schedules