

Department: Goleman Tutoring Center

Location: First Floor of Library

Contact Name: Jerry Sam

Job Specifics

Job Title: General Helper

Hourly Rate: \$16.00

Number of students requested: 2

Period of employment: Fall 2024 (begins 08/16/'24) Spring 2025 (begins 01/10/'25)

The position will be: In person

Hours: 8am-8pm (any time) maximum 20 hours per week

Days: Monday-Friday

Date employment to begin: 08/16/2024

To apply: In person

Job description: Assist in the general front desk / setup appointments for student / booking group study room.

Minimum qualifications: Basic computer skill

Additional comments: Candidate must be Federal Work-Study eligible.