Student Employment Position Announcement

Award Year: 2016/2017
Campus: Menifee
Department: Career/Transfer Center
No. of Positions: 4
Employment Dates: 8/15/2016
Salary: $10/hr
Desired hours of Employment: Monday-Thursday 8a-5:30p Friday 8a-12p

Student Mentor

Job Description:
Prepare testing materials, supplies and equipment for testing; Assist students in the office, summarizes data on users and testing activities. Disseminate flyers for promotional activities and help organize the CTC/Counseling area. Assist with filing, phones messages and CTC events.

Skills Required:
NA

Supervisor/Contact:
Jessica Rodriguez (951) 487-3285

For information about student employment opportunities at MSJC:
www.msjc.edu/StudentEmployment