Federal Work Study Student Employment Position Announcement

Award Year: 2015/2016

Campus: Temecula

Department: Continuing Education

No. of Positions: 2

Employment Dates: 7/1/15

Salary: $9.00/hr

Desired hours of Employment:

Hours needed for coverage:

Clerical

Job Description: General office duties; answering phones, customer service, filing. Using Word and Excel.

Skills Required: Responsible; fast learner. Computer skills.

Supervisor/Contact: Paula Cabral/ Soraya Ledesma 951-506-6701

For information about student employment opportunities at MSJC:

www.msjc.edu/StudentEmployment