



**JOB#:** \_\_\_\_\_  
**FOR SEO USE ONLY**

## **STUDENT EMPLOYMENT JOB DESCRIPTION FORM**

**Job Title:** \_\_\_\_\_

**Department:** \_\_\_\_\_

**Dept #:** \_\_\_\_\_

**Department Contact:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Fax #:** \_\_\_\_\_

**Location:** \_\_\_\_\_

**TTY:** \_\_\_\_\_

**Position Summary:**

**Essential Tasks:**

**Non-essential tasks:**

**Qualifications/Special Skills Required:**

**Qualifications/Special Skills Preferred:**

**FOR SEO USE ONLY**

**Level:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Approval:** \_\_\_\_\_