

**Student Employee Job Description**

**Employer Information**

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

Building/Room Number \_\_\_\_\_ Phone: \_\_\_\_\_

Supervisor: \_\_\_\_\_

**Duties and Responsibilities**

---

---

---

---

---

---

---

---

---

---

**Qualifications**

Skills/Ability to: \_\_\_\_\_

Experience/Knowledge of:  
\_\_\_\_\_

Supervision Requirement:  
\_\_\_\_\_

Complexity of work:  
\_\_\_\_\_

*If position is paid, please complete the additional fields below:*

**Position Information**

Student Classification Level (Student Aide I, II, Student Specialist I, II, III, IV, V or Student non-hourly)  
\_\_\_\_\_

Pay Rate: \_\_\_\_\_

Descriptive Title (If any) \_\_\_\_\_