**Org Code:**

**Department Name:**

**Job Title:**

**Type of Work: (choose all that apply)** Professional, clerical, technical, maintenance, custodial, IT/computer, sport, outside, works with money, works with children, works with confidential information

**Job Competencies: (choose all that apply)** Flexible, works with others, organized, customer focus, communication, self motivated, dependable, works independently, able to lift \_\_ lbs.

**Job Skills: (choose all that apply)** Typing, calculator, phone, MS Word, MS Excel, MS Access, web design, copier, fax, internet, computer programming, filing, other

**Job Duties and Responsibilities:**

**Job Restrictions:**

**Learning Outcome:** Student employees of WCU have opportunities to enhance their learning in the five global outcomes promoted by WCU for all students: communicate effectively and responsibly, practice civic engagement, integrate and apply information from a variety of contexts, solve complex problems, and clarify and act on their own purpose and values. Student employment is a valuable part of the educational experience for our students and we welcome the opportunity to support and advance your professional and personal development.

**Departmental Learning Outcome:**

**Number of available positions:**

**Minimum number of hours required per week:**

***Minimum wage is $7.25 per hour***

***Per University policy, a student may work up to 20 hours per week.***

**This employer prefers that you contact them by:**

**Contact Person:**

**Department:**

**Location:**

**Phone:**

**Email:**