

**Student Worker Position Description
William Jewell College
2022-2023 Academic Year & Summer**

OFFICE OR DEPARTMENT: Facilities Management

CONTACT PERSON: Lee Strickland

EMAIL: stricklandl@william.jewell.edu

JOB TITLE: Grounds

JOB DESCRIPTION: Lawn mowing; weeding; and spraying chemicals; other duties as assigned

NUMBER OF HOURS PER WEEK: 15

WORK DAY SCHEDULE: TBD

SEMESTER(S) OF EMPLOYMENT: 2022-2023 Academic Year

WAGE RATE:

X \$11.15 [FY or SO rate]

X \$11.40 [JR or SR rate]

NOTE: STUDENTS MAY NOT WORK DURING REGULARLY SCHEDULED CLASS TIME. IF CLASS IS CANCELLED OR DISMISSED EARLY, THE STUDENT MUST PROVIDE DOCUMENTATION FROM THE FACULTY MEMBER BEFORE BEGINNING WORK.

REQUIRED SKILLS:

	Answer Phones	X	Grounds/Landscaping		Statistics
	Ability to Work in Office Setting		Interpersonal Skills		Theatre/Stage Production
X	Ability to do Physical Labor	X	Inventory	X	Time Management Skills
	Accompanist		Lifeguard Certification		Tutoring
	Clerical/Filing				Typing/Data Entry
	Computer Skills		Photography		Sales
X	Customer Service		Research		Video/Audio/Sound Technical Skills
	Custodial		Science Knowledge to Assist Lab		Web Page Design
X	Effective Communication		Sports Information		

Other, please specify:

Additional Information: