

Federal Work Study (FWS)

Tuesday, December 04, 2018 **Count** 4

Notice: These jobs cannot be emailed. Must pick up the referral sheet in person at Student Employment Office.
Must also have Financial Aid.

Job ID	Position	DEPARTMENT/COMPANY	City:
28195	LAB AIDE/TECH	SWC MATH/SCI/ENG	Chula Vista
<p>15 HRS/WK. MONDAY THROUGH FIRDAY 8AM TO 10 AM. ASSIST IN CLASSROOMS, LOCKER ROOMS, COMPUTER LABS, OR MATH/SCIENCE LABS. DUTIES MAY INCLUDE ASSISTING STUDENTS, MAINTAINING LAB SUPPLIES AND EQUIPMENT. OTHER DUTIES AS ASSIGNED. MAY REQUIRE SUCCESSFUL COMPLETION OF CLASSES SPECIFIC TO SUBJECT AREA. MUST HAVE ALREADY BEEN AWARDED FEDERAL FINANCIAL AID AND MUST BE ENROLLED IN SIX UNITS.</p> <p>12_982310_040100_52341_10</p>			
28302	DIGITAL CONTENT CREATOR	SWC COMMUNITY/MEDIA RELATIONS	Chula Vista
<p>10 HRS./WK. RESPONSIBLE FOR CREATING DIGITAL CONTENT/SOCIAL MEDIA. WILL WORK CLOSELY WITH THE COMMUNICATINS STAFF TO REPORT ON STUDENT-COCUSED CAMPUS EVENTS AND NEWS AND DEVELOP CONTENT FOR SWC STUDENTS. MUST BE TECH-SAVY WITH A PASSION FOR SOCIAL MEDIA AND DIGITAL STORYTELLING. MUST BE WILLING TO LEARN TO DEVELOP DIGITAL MEDIA INCLUDING BLOG POSTS, NEWS STORIES, EMAILS AND PHOTOGRAPHY. MUST PAY CLOSE ATTENTION TO DETAIL AND STRIVE TO PRODUCE HIGH-QUALITY WORK. MUST UNDERSTAND WHY ONLINE ENGAGEMENT IS IMPORTANT. MUST HAVE ALREADY BEEN AWARDED FEDERAL FINANCIAL AID AND MUST BE ENROLLED IN SIX UNITS. HOW TO APPLY: EMAIL COVER LETTER WITH RESUME AND ANY RELEVANT WORK SAMPLES. 12_982310_671000_52341_10</p>			
28416	TUTOR	CVESD/Lauderbach Elementary School 390 PALOMAR STREET	Chula Vista
<p>15 HRS/WK. 8:00 AM TO 11:00 AM . ASSISTING ELEMENTARY SCHOOL CHILDREN WITH READING AND MATH ASSIGMENTS. LOOKING FOR DEPENDABLE, RESPONSIBLE PERSONS THAT CAN COMMIT TO WORKING ONE ACADEMIC YEAR. MUST BE ABLE TO PASS REQUIRED BACKGROUND/FINGER PRINT AND TB TESTS. MUST HAVE SUFFICIENT FEDERAL WORK STUDY ELIGIBILITY TO BE ABLE TO WORK TWO SEMESTERS. MUST BE ENROLLED MIN 6 UNITS AND MUST HAVE ALREADY BEEN AWARDED FEDERAL FINANCIAL AID. HOW TO APPLY: MUST CONTACT SERGIO SORIANO BY TELEPHONE OR EMAIL TO SCHEDULE AN APPOINTMENT.</p> <p>12_982330_647000_52341_10</p>			

Job ID	Position	DEPARTMENT/COMPANY	City:
28442	CLERK/TYPIST	SWC MATH/SCI/ENG	Chula Vista

10 HRS/WK. MONDAY THROUGH FRIDAY, BETWEEN THE HOURS OF 7AM AND 6:00 PM. PROVIDE CLERICAL SUPPORT SUCH AS FILING, MAKING COPIES, ANSWERING TELEPHONES, AND OTHER RECEPTIONIST DUTIES AS ASSIGNED. REQUIRES KNOWLEDGE OF OFFICE MACHINES, GOOD COMPUTER SKILLS (WORD/EXCEL/OUTLOOK) AND TYPING SPEED OF 35 WPM. MUST HAVE ALREADY BEEN AWARDED FEDERAL FINANCIAL AID AND MUST BE ENROLLED IN MIN 6 UNITS. YOU WILL NEED TO BRING PROOF OF BEING ENROLLED IN AT LEAST SIX UNITS AND YOUR FEDERAL FINANCIAL AID AWARD LETTER. CALL TO SCHEDULE AN APPOINTMENT. EMPLOYMENT WILL BEGIN ON JANUARY 7, 2019. NO WALK-INS PLEASE. BUDGET#
12_982313_601000_52341_10