

**Work-study Job Description Form
University of the Incarnate Word**

Department:

Location:

Supervisor:

Supervisor Phone:

Supervisor E-mail:

Job Title:

Hourly Pay Rate *(cannot be updated mid-year):*

How is the pay rate determined? *(check all that apply)*

Experience

Grade Level

Other:

Purpose/Role of the position:

General Length of FWS Agreement:

Annual basis

Semester basis

Job Description and General Duties:

Special Skills:

Community Service- Does this position perform any job duties that support the creation or execution of community service opportunities and/or events? – YES NO

****Supervisors: Please indicate if employee will be required to lift, stand for extended periods of time, wear closed shoes, uniforms, protective eyewear, etc.****