



Federal Work Study (FWS)
Job Description Form

Organization: Department:
Supervisor Name: Title:
Telephone: E-mail:
Position Title: Number of Positions:
Number of Hours Per Week Requested:

Purpose

Three horizontal lines for writing the purpose of the position.

General Duties

Five horizontal lines for listing general duties.

Qualifications

- Berkeley FWS Eligible only

Five horizontal lines for listing qualifications.

Description of the manner in which the student will be supervised

Three horizontal lines for describing supervision.