

Work-Study Job Posting Request

Semester/Year: ☒ Fall: 2024 ☒ Spring: 2025 ☐ Summer: _____

Type of WS: ☒ Federal ☐ Institutional

Department Name/ #: Physical Plant/Poteau (2710)

Campus: ☒ Poteau ☐ Sallisaw ☐ Off Campus

Building: _____ Office/Room #: _____

Job Duties/Responsibilities:

General cleaning of buildings (offices, hallways, bathrooms, etc.), taking out trash,
vacuuming, sweeping, washing windows, etc.

Schedule:

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
(Possible working hours)	flexible w/ student schedule	flexible w/ student schedule	flexible w/ student schedule	flexible w/ student schedule	flexible w/ student schedule	flexible w/ student schedule	flexible w/ student schedule

Supervisor Name: Carlos Carson

Email: cgcarsen@carlalbert.edu

Phone #: (918) 647-1450

Other Information (if applicable):