

Work-Study Job Posting Request

Semester/Year: ☒ Fall: **2026** ☒ Spring: **2027** ☐ Summer: _____

Type of WS: ☒ Federal ☐ Institutional

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

Campus: ☒ Poteau ☐ Sallisaw ☐ Off Campus

Building: **all** Office/Room #: _____

Job Duties/Responsibilities:

Sweep, mop, vacume, wipe desks, clean windows, clean chalkboards and other assigned duties.

Schedule:

Day of Week	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Possible working hours		8 - 5	8 - 5	8 - 5	8 - 5	8 - 5	

Supervisor Name: **Carlos Carson**

Email: **cgcarson@carlalbert.edu**

Phone #: **918-385-1565 (please send text message)**