



OAKWOOD UNIVERSITY
OFFICE OF STUDENT EMPLOYMENT

SUPERVISORY JOB DESCRIPTION FORM

Supervisor's Contact Information:

Name: _____

Department: _____

Phone _____ Fax _____ Email address: _____

Job Listing Information:

Title: _____

Supervisor: _____ # Positions Available: _____

Work Days/Times: _____

Number of Hours Per Week: _____

Start/Finish Dates _____ Wages Per Hour: **6.20 Institution Work Study**

(Number in order of preference.) Would You Prefer Students To:

____ Email Resume

____ Call First

____ Apply in Person

Date to Open Job Listing: _____ Date to Close Job Listing: _____

Job Description:

Job Qualifications:

Visit our website at www.oakwood.edu.

Our Internet Database Services are provided only for currently enrolled OU Students.

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