

Krista Kouts Work Study Coordinator <u>krista.kouts@eac.edu</u> (928)428-8288

WORK STUDY JOB POSITION

Medical Assistant Work Study STEM/Allied Health Jennifer Williams

Position Summary:

Assistant will aide in copying, scanning, and filing instructional materials. Lab inventory, organization, set-up, class assistance, and other duties as assigned. Computer/organization skills preferred. Must be organized, self-motivated and work well independently.

Applications and/or resume should be submitted to the listed supervisor. If hired, a copy of your work-study application must be turned in to the work study coordinator in the Financial Aid office and all necessary documents completed and submitted to the Human Resources department.

To Apply:

Submit work study application in person at: Science and Allied Health Building #309 Contact Phone: (928) 428-8389