



Financial Aid &  
Veteran Services

Krista Kouts  
Work Study Coordinator  
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## WORK STUDY POSITION SUMMARY

Office/Orchestra Assistant  
Fine Arts  
Franklin Alvarez

### **Position Summary:**

Organize music, copy class materials, make sign-up sheets, filing, compiling of test data, set up chairs and stands for orchestra rehearsals and concerts, other duties as assigned. Must be a music major and lift 50 lbs. Please apply in person at FA107. Must fill out and submit a work study application to the work study department supervisor.

Once you have been hired, a copy of your work study application must be turned in to the Financial Aid and Veteran Services Office and all necessary documents, including a payroll packet, need to be submitted to the Human Resources Department.

### **To Apply:**

Submit work study application in person at FA107  
Contact Phone: (928) 428-8266