Student/Hourly Position Description

*For more information on student employee positions, please go to* [*https://eoss.uw.edu/human-resources/recruiting-hiring/*](https://eoss.uw.edu/human-resources/recruiting-hiring/)

|  |  |
| --- | --- |
| **Employee Name:** | *If this is a recruitment, enter “VACANT”* |
| **Job Title/Job Code:** | *Leave blank if unknown* |
| **Department/Unit:** |  |
| **Supervisor Name:** |  |
| **Hourly Rate:** |  |
| **Hours per Week:** |  |

Position Purpose

*Outline the basic functions of this position and distinguishing characteristics*

Duties & Responsibilities

*Fully detail the typical work for this position*

# Required Qualifications

# Desired Qualifications