

## Student Appointments Advertising

Departments may choose to advertise for student employment through the Student Financial Aid posting board. This is a free service that the Office of Student Financial Aid provides. The following information is required to post student positions on the board:

Department: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Hours Per Week: \_\_\_\_\_ Pay Rate Per Hour: \_\_\_\_\_

Duration of Appointment:     On-going         Specific Period: \_\_\_\_\_

Category of Position:

- |   |   |
|---|---|
| <input type="checkbox"/> Administrative   | <input type="checkbox"/> Data Entry     |
| <input type="checkbox"/> Bus Driver       | <input type="checkbox"/> Labor Position |
| <input type="checkbox"/> Clerical         | <input type="checkbox"/> Mail clerk     |
| <input type="checkbox"/> Computer         | <input type="checkbox"/> Parking        |
| <input type="checkbox"/> Courier          | <input type="checkbox"/> Retail/Sales   |
| <input type="checkbox"/> Customer Service | <input type="checkbox"/> Other _____    |

Description of Duties:

---

---

---

---

---

---

---

---

Please e-mail ([mccurdy.2@osu.edu](mailto:mccurdy.2@osu.edu)) or fax (2-5666) to Lisa McCurdy, Business Operations Human Resources.

OR

Respond directly to Student Financial Aid via e-mail at [sfa-jobs@osu.edu](mailto:sfa-jobs@osu.edu).  
Website can be accessed from OSU home page, under current students, Financial Aid.