

2025-2026 Federal Work-Study Position Request Form

DEPARTMENT: _____ SUPERVISOR: _____

Wage: 18.00 per hour

TITLE OF POSITION: _____

PURPOSE OF JOB: (General Job Description)

Number of hours used per week in 24-25: _____

Number of hours needed per week for 25-26: _____

Budget needed during summer? YES NO

IF YES, please check which summer months are needed:

July '25 August '25 May '26 June '26

DUTIES/RESPONSIBILITIES:

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JOB QUALIFICATIONS:

EDUCATIONAL REQUIREMENTS

- Required: _____
- Preferred: _____

EXPERIENCE REQUIREMENTS

- Required: _____
- Preferred: _____

REQUIREMENTS RELATIVE TO ADA:

Describe job responsibilities that require physical demands checked.

- Strength
 - Standing _____ % of time
 - Walking _____ % of time
 - Sitting _____ % of time
 - Lifting _____ lbs.
 - Carrying _____ lbs.
 - Pushing _____ lbs.
 - Pulling _____ lbs.
- Climbing _____ NO / YES
 - Balancing _____ NO / YES
- Stooping _____ NO / YES
 - Kneeling _____ NO / YES
 - Crouching _____ NO / YES
 - Crawling _____ NO / YES
- Reaching _____ NO / YES
 - Handling _____ NO / YES
- Speaking _____ NO / YES
 - Hearing _____ NO / YES
- Seeing _____ NO / YES
 - Depth of Perception _____ NO / YES
 - Color vision _____ NO / YES

