

Student Worker Requisition Template

Basic Job Information

- Job Title:
- Office location or lab (specific as can):
- Start Date:
- Supervisor (Timecard Approver):
- Additional Collaborators (individuals who need access):
- Federal Work Study Required:
- Number of Openings:
- Hourly Rate:
- Work Schedule:
- On Campus/Remote/Hybrid:

Additional Requirements

- Background Check:
- Child Protection Clearances Required:
- Required Documents (Resume, Cover Letter, etc.):
- Optional Documents (Resume, Cover Letter, etc.):

Job-specific Requirements

- Does this require handling of, or exposure to human body fluids, or other potentially infectious materials?
- Does this job require work with laboratory chemicals, chemical carcinogens, or other hazardous materials?
- Does this job require handling/contact/exposure to research animals?
- Does this position require HIPAA Training?

Account Information

- Account number:

Job Posting Information

- Job Description:

- Job Qualifications: