

Carnegie Mellon University

STUDENT POSITION HIRING FORM

Student Information

Student Andrew ID:	
Student Legal Last Name:	
Student Legal First Name:	
Student Legal Middle Initial:	
Class Level:	<input type="checkbox"/> First-Year <input type="checkbox"/> Sophomore <input type="checkbox"/> Junior <input type="checkbox"/> Senior <input type="checkbox"/> 5th Year <input type="checkbox"/> Master <input type="checkbox"/> Doctoral
Does the student have federal work study?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Position Information

Position Title:	
Supervisory Organization:	
Supervisor Name:	
Job Profile: http://www.cmu.edu/cmuworks/students/index.html	
Charging Account:	
Hourly Wage:	
Average Hours Worked Per Week:	
Position Start Date:	
Position End Date:	

Please attach student signed offer letter to be uploaded into Workday as backup to verify that position details have been communicated to student.