

Student Employment Workshops!

*For **Federal Work Study and Apprentices Programs** – **NEW** and **RETURNING** students*



Dates/Times and Locations:

Monday, August 26, 2019, 9 am – 1 pm, 701 Student Center

Tuesday, August 27, 2019, 9 am – 1 pm, 701 Student Center

Wednesday, August 28, 2019, 9 am – 1 pm, 701 Student Center

Please note: New *AND* Returning students cannot begin a work study or apprentice position until they have been completely processed by the Human Resources department.

At the workshops you can:

- Check/confirm eligibility
- Take the tutorial (work study only)
 - Search the job directory
- Complete the required paperwork
- Set up a security question in Kronos

Dates/Times outside of these hours will require you to stop by the Human Resources office, located on the 7th floor of Frontier Hall. Office hours are 8:30 am – 4:30 pm, Monday – Friday. **Please do not stop by the HR office while the workshops are going on.**

Contact **Jessica Ureste**, HR Coordinator, if you have any questions.

Phone: 412-392-4782 (direct line) or 412-392-3952 (HR main line)

Email: jureste@pointpark.edu