



IMPERIAL VALLEY COLLEGE  
FINANCIAL AID OFFICE

WORK-STUDY JOB  
DESCRIPTION FORM 2024-2025

Job title: Student Assistant/ Parking Attendant

Pay Rate: \$ 16.00/hr.

Agency: Imperial Valley College

Employment site: IVC Campus Safety & Parking Control Department (Office 902)

Address: 380 E. Aten Road, Imperial, CA 92251

Job skills and qualifications required:

Please see attachment.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Job duties/Description:

Please see attachment.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact Supervisor: Gina Madrid

Phone number: 760-355-6306

Total hours per week: 10-15 (max 15 hours)

Preferred work schedule:

Days:	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>
Hours:	<u>7:30 am - 10:00 pm</u>	<u>7:30 am - 10:00 pm</u>	<u>7:30 am - 10:00 pm</u>	<u>7:30 am - 10:00 pm</u>	<u>7:30 am - 10:00 pm</u>

\*\*\*\*\*

**For Office Use Only**

**Date Received** 07/01/2024

**Dept. Code** ZL083

**Fund** FCWS & FAWS

**Number of positions** 7