Department: Disability Support Services/Leestown Campus

Campus: Leestown

Supervisor: Dorisa Slaughter

Contact Information:
Name: Dorisa Slaughter, Manager, Disability Support Services
Building: N-Bldg.
Room: 117
Phone: Ext. 56758 or 859-246-6758

Brief Job Description: Greet and direct students to the appropriate staff member; take messages; complete light copying of forms; burn CDs; and run errands on campus as needed.

Preferred qualifications: Prefer a dependable student with computer skills who can perform the above duties.

Number of positions: 1