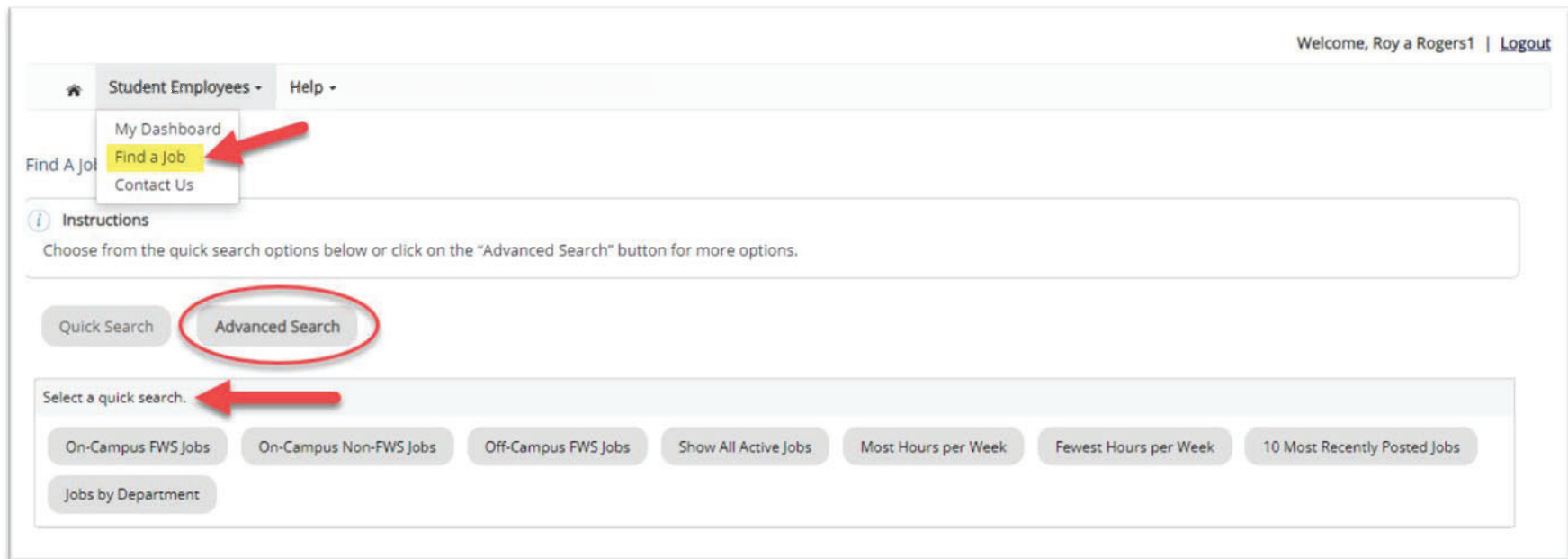


Find a Job



Quick Search



- Click the 'Find a Job' function from the Employees Menu.
- Select a specific pre-defined 'Quick Search' you would like to utilize to find a job.
- Otherwise, to define your own custom job search filters click 'Advanced Search'.

Advanced Search

- Click the '**Advanced Search**' button to define your own job criteria you wish to search.
- Advanced Search enables you to search for jobs by the following:
 - ❖ Search by Job Type Population (Graduate Teaching and Research, On-Campus Jobs, Off-Campus FWS Jobs, etc.)
 - ❖ Keyword(s) Search
 - ❖ Job Category, Employers/Department, Time Frame, Wage, and Hours per Week

The screenshot shows the 'Find A Job' interface with the 'Advanced Search' tab selected. Red annotations highlight key elements: a red circle around the 'Advanced Search' button, red arrows pointing to the 'On-Campus FWS Jobs' radio button and the 'Update Job Type' button, a red box around the entire search criteria section, and a red arrow pointing to the 'Search' button at the bottom.

Find A Job

Instructions
Select Advanced search options, and click search
[\[Run a New Search \]](#)

Quick Search **Advanced Search**

Job Type(s):
☒ On-Campus FWS Jobs ☐ Off-Campus FWS Jobs ☐ On-Campus Non-FWS Jobs ☐ Off-Campus Non-FWS Jobs ☐ Internship Jobs
[Update Job Type](#)

Narrow your search with the following options.
Selecting none for any search criteria implies all.

Keyword(s):

Click **||** and **|||** to expand and collapse search criteria.

Categories
Select Job Category (Up to 3):
Select Category 1...
Select Category 2...
Select Category 3...

Employers
Select Job Employer (Up to 3):
Select Employer 1...
Select Employer 2...
Select Employer 3...

Time Frames
Select Time Frame(s):
☐ Academic Year

Wage
Greater than:
Doesn't Matter

Hours per Week
Between Doesn't matter and Doesn't matter

[Search](#)

Apply for a job



Boston University Financial Assistance and Student Employment



Disclaimer Statements

- In order to view available job listings, you are required to review and agree to one or more disclaimer statements.
- A disclaimer statement will be presented for all Job Types you selected.
- After you've successfully reviewed the applicable disclaimer statement(s), you will be required to click the '**I agree**' button(s) before any available jobs of that Job Type population will be presented.
- Also, you will only view jobs that you are eligible to apply.

Find A Job

Instructions

1. Please select one or more jobs you wish to apply for by clicking the check box next to the job(s), then click "Apply for selected jobs" button.
2. If a job does not accept online applications, there is no check box next to the job. Follow the instructions in the job posting to apply.
3. To view the details of a job click on the Job Title.

In order to view available jobs, if any disclaimers are presented below, you must first click the "I Agree" button in order for those jobs to be presented for your consideration.

[\[Run a New Search \]](#)

Disclaimer: On-Campus Non-FWS Jobs
Non-FWS Jobs provides employment opportunities which are not associated with the Federal or Institutional Work Study programs offered by Sample School. Use of this system is solely at the risk of the users and Sample College expressly disclaims any and all liabilities. Please note that Sample College reserves the right to edit or cancel any job postings which it deems unsuitable for Sample College applicants.

I agree

Disclaimer: Off-Campus Non-FWS Jobs
Non-FWS Jobs provides employment opportunities which are not associated with the Federal or Institutional Work Study programs offered by Sample College. Use of this system is solely at the risk of the users and Sample College expressly disclaims any and all liabilities. Please note that Sample College reserves the right to edit or cancel any job postings which it deems unsuitable for Sample College applicants.

I agree

Disclaimer: Off-Campus FWS Jobs
Before we can allow you to see the details of an off-campus job, you must agree to the disclaimer below. Sample College is not responsible for transporting you to an off-campus employment location. By applying for an off-campus job, you agree that you have a reliable personal vehicle for transport to work.

I agree

Disclaimer: On-Campus FWS Jobs
Before we can allow you to see the details of an on-campus job, you must agree to the disclaimer below. Sample College is not responsible for transporting you to an on-campus employment location. By applying for an on-campus job, you agree that you have a reliable personal vehicle for transport to work.

I agree

25 Most Recently Posted Jobs

Apply for a Job with One Click

The screenshot shows a web interface for applying for jobs. At the top left, there is a blue button labeled 'Apply for selected jobs' with a red arrow pointing to it. To the right of this button, it says '25 Most Recently Posted Jobs' and 'Jobs found: 5'. Below this, there is a search bar with 'Show All results per page' and a 'Refresh' button. The main content area displays three job listings, each with a checkbox and a red arrow pointing to it:

- Fitness Center Attendant**
Wage: \$11.51/hr to \$12.50/hr
Openings: 10
Listed: 11/25/2020
Hours: 10 / week
Location: 6821 Southpoint Dr. N
Jacksonville FL 32216
Category: Student Services
Job Type: On-Campus Non-FWS Jobs
- Food Service Assistant**
Wage: \$15.00/hr
Openings: 15
Listed: 11/25/2020
Hours: 10 to 20 hours / week
Location: 6821 Southpoint Dr N
Jacksonville FL 32216
Category: Food and Hospitality
Job Type: Off-Campus Non-FWS Jobs
- Volunteer Manager**
Wage: \$10.00/hr
Openings: 12
Listed: 11/25/2020
Hours: 15 to 25 hours / week
Location: 6821 Southpoint Dr N
Jacksonville FL 32216
Category: Community Service
Job Type: Off-Campus FWS Jobs


- Simply **click the box** next to the jobs you wish to submit an application.
- Then, **click** the 'Apply for Selected Jobs' button.

Job Application

The screenshot shows a web-based job application form. At the top, there's a navigation bar with 'Employees' and 'Help' links. Below this is a section titled 'Apply To Job' with an 'Instructions' box. The instructions state: 'Please complete the application below, then click the "Submit" button to apply for this job. A red asterisk will appear next to fields that are required but have not been entered. Review this application carefully before you submit it. You will not have an opportunity to revise your answers once they are submitted.' Below the instructions, it says 'By submitting the application below, you will be applying for the following jobs:' followed by a list: 'Fitness Center Attendant - STUDENT RECREATION', 'Food Service Assistant', and 'Volunteer Manager - Communities in Schools'. The form is divided into sections: 'General' and 'References'. The 'General' section includes fields for 'First name', 'Middle name', 'Last name', 'Email' (with a note to use institutional email), and 'Employee ID'. There are also checkboxes for skills: HTML, Java, MS Excel, MS Office, MS PowerPoint, and MS Word. A 'Resume' section has a 'Choose File' button. A text area asks 'Please explain why you believe you're the best candidate for this job.' The 'References' section has fields for 'Reference Name' and 'Reference Email'. At the bottom left, there is a blue 'Submit' button with a red arrow pointing to it.

- Complete the questions on the application.
- Fields with a red asterisk are required to be completed before your application can be successfully completed.
- Some of the fields may have information pre-filled. Please be sure to review and update the information as needed.
- You may upload a resume for the hiring employer to review, if desired. In order to do so, browse to that file on your computer and click 'Open'.





Application Successful Submitted

 Congratulations, you have successfully submitted an application. Please review your submitted application(s) below.

Employee Information Applications Job Mail

Display 1 Year of Application Data.


Applications

Job Id	Job Title	Employer	Status 	Application Date	Job Openings	Details	Print	Withdraw
4494	Help Desk Assistant	MANAGEMENT INFORMATION SYSTEMS	Submitted	11/25/2020	19			

- Your application is successfully submitted when you received the Congratulations message.

Job Listings without Applications

Social Media Assistant



Wage: \$18/hr
Openings: 5
Listed: 06/07/2024

Hours: 5 / week
Location:
881 Commonwealth Ave
Boston MA 02215

Category: Communications and Marketing
Job Type: On-Campus Jobs

Employer: Student Employment (10000327)

Some jobs may not accept online applications through the JobX Job Board.

In these instances, please refer to the listing details for additional instructions and information on who to contact.

Social Media Assistant	
This job does not accept online applications.	
Job ID	9218
Job Type	On-Campus Jobs
Employer	Student Employment (10000327)
Date Posted	Jun 07, 2024
Category	Communications and Marketing