

Dear Student,

Applications for **2017-2018 Semester Employment** are now open for full-time students of the St. Augustine Campus.

The deadline for submission is **October 31, 2017** at **4.30pm**. Please read the instructions below **CAREFULLY** in order to submit your application.

INSTRUCTIONS:

Undergraduate Students

- At the end of this email a link entitled **UWI STA Semester Employment 2017, 2018 Application Form** is provided for you to access an online semester application form.
- Click on the link and fill out the information as guided. (You can use Google Chrome if you are having problems with Internet Explorer.)

Postgraduate Students

- Postgraduate students are also required to complete the form **AND** email their résumé to career.place@sta.uwi.edu
- Ensure that your résumé is saved as a Word file or PDF named **Firstname Lastname Programme**
 - **E.g.: John Doe MScGlobalStudies**

IMPORTANT

In order to qualify for Semester employment you must be a **REGISTERED FULL-TIME** Undergraduate (degree) and Postgraduate student. Students have until October 31 to finalise their registration status in order to continue working for the academic year.

This application qualifies you for employment both ON and OFF campus. Employment is not a guarantee as it is based on demand and availability.

Rate

- Undergraduate students can work **NO MORE THAN** 12 hours per week at \$20 an hour
- Postgraduate Students **NO MORE THAN** 20 hrs per week at \$35 an hour.

Payment Process:

All student assistants working on campus will be paid via their bank account. A bank account form will be provided for your completion by the hiring department. Please submit completed bank slips to your hiring department/supervisor. Kindly ensure that your bank account is current, active and registered under your name. It is advised that Non-Nationals open a local bank account before gaining employment as working without a bank account will delay payment.

Link to apply

[UWI STA Semester Employment 2017, 2018 Application Form](#)