



TEXAS SOUTHERN UNIVERSITY

Office of Student Financial Assistance

Ph: 713-313-7071 • Fax: 713-313-1859 • financialaid@tsu.edu • www.em.tsu.edu

2022-2023- Work-Study Job Request Form

Supervisor Contact Information – Please complete all fields.		Choose One:	On-Campus
Supervisor Name	Davis, Jr., Eddie	Supervisor Title	Equipment Manager
Building/Department	H&PE and Fieldhouse	Room#/Floor	105
Phone Number	1931	Email Address	Eddie.davis@tsu.edu
BackUp Supervisor	Last Name, First Name	BackUp Title	
BackUp Phone Number		BackUp Email	

Days/Hours of Operation – Please enter the hours your department is open on the specified days.					
EXAMPLE	OPEN: 8:00am	CLOSE: 5:00pm	THURSDAY	OPEN: 7:00 am	CLOSE: 9:00 pm
MONDAY	OPEN: 7:00 am	CLOSE: 9:00 pm	FRIDAY	OPEN: 7:00 am	CLOSE: 9:00 pm
TUESDAY	OPEN: 7:00 am	CLOSE: 9:00 pm	SATURDAY	OPEN: 7:00 am	CLOSE: 9:00 pm
WEDNESDAY	OPEN: 7:00 am	CLOSE: 9:00 pm	SUNDAY	OPEN: 7:00 am	CLOSE: 9:00 pm

Job Information – Attach additional documents, if needed.					
Job Title	Student Equipment Manager	Work Location	H&PE & Field House	No. of Positions	12
Minimum GPA Requirement	2.0	Major	N/A		

Job Description/Duties

The student will assist the Head Equipment football and other staff member in daily equipment room and field operations

Dress Code

Casual

Objective (What [skills, experiences] will the student develop in this position?)

Learn how to repair equipment and assist other people.

Any changes to your job description will require a new Work-Study Job Request Form. This position will remain open until notified by the supervisor/work-study coordinator.

Date: August 11, 2022

Work-Study Office Only

Date Posted Online	Work-Study Coordinator _____
JOBREQ#	Date _____

Updated:
02MAY12

Please send your documents to:
Texas Southern University
Office of Student Financial Assistance
3100 Cleburne Street • Houston, TX 77004