

Adams State College  
School of Arts and Letters, History Government

Work Study Job Description

**Work Study Job Title:** Student Assistant  
**Job Description:** Must be able to type letters, memos, forms, reports, etc., proofread materials, sort mail, do basic filing, research, data entry,  
**School/Department:** Arts & Letters  
(History/Government)  
**Contact Person:** Dr. Stephen C. Roberds  
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