

To Maryanne Vigneaux/Lib@SUNYSB

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bcc F.Jason Torre/Lib

Subject Library Bulletin, April 30, 2003, Number 1361

SUMMER STUDENT EMPLOYMENT:

If you are looking to hire student(s) for the summer please let Pam know ASAP. Students have already been seeking summer employment and there are many applications on file for your viewing in the Director's Office.

In an attempt to cut down on students visiting the various Library Dept's. (to the frustration of the students and student supervisors) can you <u>please send Pam an e-mail with the approximate number of jobs you wish to fill and we will send students your way</u>, if you do not let Pam know you are looking to hire student staff, we will assume that you have all the students you need for the summer. Pam will not be checking the hours /dates/ days you wish to fill - this will remain the supervisor's responsibility.

If you want to view the applications already on file, please come to the Library Director's Office, they are kept in a binder in alphabetical order.



TRAVEL REPORT:



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