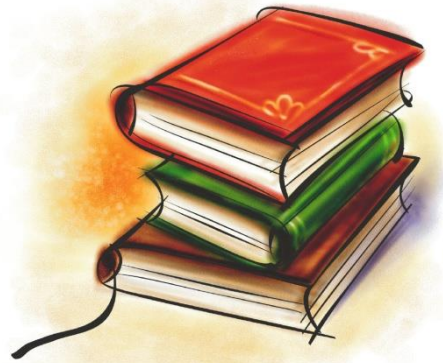


## **LANGUAGE IMMERSION (LINCC)**

**Building:** Life Sciences **Room:** 141, First Floor

**Contact Person(s):** Jill Feldman

**Phone:** (516) 573-0165 **Email:** [LINCC@ncc.edu](mailto:LINCC@ncc.edu)



### **Job description**

Federal Work Study students would assist with answering phone calls, taking messages, general office duties, and campus errands.

### **Job Skills preferred**

Punctual, reliable, computer literate, good clear speaking on phone, good interpersonal skills. Federal Work Study students will be interacting with international students.

**Days & times needed:** Inquire within