

COLUMBIA UNIVERSITY CENTER FOR
Career Education

Getting a Job On Campus

There are two types of on-campus employment: federal work-study positions and casual positions. Federal work-study positions are only available to US citizens who have received a work-study allocation in their financial aid packages. If you are unsure about your eligibility for work-study, contact the [Financial Aid Office](#). Casual positions are open to any Columbia student, regardless of financial aid package or citizenship.

The websites and contact information for some on-campus employers are listed below. After formally applying for opportunities, remember to follow up with the employer to confirm the receipt of your application. If you don't see advertised positions at the office where you want to work, introduce yourself to the employer and express interest in future openings.

If you need help with application materials, counselors at the Center for Career Education are available during walk-in hours (Mon.-Fri. 1pm-4pm) or by scheduled appointments.

Resources for Federal Work-Study Positions

- [The Federal Work-Study \(FWS\) Office](#) - Search this site for work-study positions only.

Resources for Casual On-Campus Employment

LionSHARE

- [Center for Career Education LionSHARE Database](#) - In the "position type" drop-down menu, choose "casual on-campus," "part-time" or "temporary" Note that some of the job postings may be for off-campus positions.

Academic/Administrative Offices

- [Dodge Fitness Center](#)
 - Intramural & Club Sports: Brian Jines at bj2149@columbia.edu
 - Athletic Events: Dave Poolman at dp2542@columbia.edu
 - Gym Attendants & Life Guards: Erich Ely at ee2133@columbia.edu
- [Columbia University Libraries](#) - Students should fill out an application in 519 Butler. Contact: [Mary Beth Figueroa](#)
- [Columbia University Department of Public Safety](#)
- Academic or Administrative Departments: See individual department websites. (example: [Dept. of Anthropology](#))
- [Columbia College Information Technology \(CCIT\)](#): Contact: ccit-jobs@columbia.edu
- [Columbia Student Calling Center](#)
- [CC/SEAS Tutoring Service](#) - The CC/SEAS Tutoring Service is continually seeking qualified and motivated sophomores, juniors and seniors - as well as Columbia University graduate students - to serve as peer tutors.

Columbia Student Enterprises

The mission of [Columbia Student Enterprises](#) is to provide students with a unique opportunity to cultivate and develop transferable entrepreneurship and enterprise management skills through developing, managing, and working for student-run businesses. The two active student enterprises with positions available are as follows:

1. [C.U. Bartending Agency](#): The Columbia Bartending Agency offers mixology classes. Contact: cbamanager@columbia.edu
2. [Columbia University Tutoring and Translating Agency \(CUTTA\)](#): CUTTA employs CU students to tutor on-campus and off-campus in a variety of subjects from Grade School to Grad School. CUTTA also employs native and non-native speakers of foreign languages to provide translation services. Contact cutta@columbia.edu