

# ON-GROUNDS JOB SEARCH



## PREPARE MATERIALS

Update your resume & cover letter. If you don't have one, find resources at [www.career.virginia.edu/professional-documents](http://www.career.virginia.edu/professional-documents)



## FEDERAL WORK STUDY

Federal work study is one type of financial aid students may be eligible for. Find your eligibility & accept it in the SIS Student Center online. Work study funds can be applied to any on-grounds jobs and even some community positions!



## JOB SEARCH

Regardless if you have work study or not, you can search & apply for on-grounds jobs in Handshake. You can also reach out directly to a specific office you want to work in to find the job opportunities they have!

## QUESTIONS ABOUT WORK STUDY?

For more support with work study, or any other financial aid questions, you can reach out directly to Student Financial Services at [sfs@virginia.edu](mailto:sfs@virginia.edu)

## QUESTIONS ABOUT JOB SEARCH?

For more support with applications, or before beginning a position, schedule a meeting with a career counselor in Handshake.

