Pay Levels For Student Employees

Federal Work Study/General Northeastern Student Employment

Level I – Base Pay Range $10-$13

DESCRIPTION
Responsibilities consist of frequent repetitive tasks that are closely related and unvarying from day to day. Very specific instructions are clearly stated and available. There is no room for determining own methods or exercising significant judgment.

LEVEL OF SUPERVISION
Requires a high level of supervision.

REQUIREMENTS
Jobs at this level are typically entry level or trainee jobs requiring basic skills. No previous training or experience is required.

POSITION EXAMPLES
Lab Helper, Proctor, Food Service Worker, Office Assistant I
Pay Levels For Student Employees

Federal Work Study/General Northeastern Student Employment

**Level II – Base Pay Range $13-$15**

**DESCRIPTION**
Responsibilities consist of routine and repetitive tasks with variation in duties and require some independent judgment. Employees often perform tasks which require the use of special equipment or tools (e.g. standard lab equipment, computer access and entry of data, or standard video equipment). Assignments may include latitude for altering the sequence of processing steps by choosing alternatives from a standard set of procedures.

**LEVEL OF SUPERVISION**
Requires a high to moderate level of supervision.

**REQUIREMENTS**
Some previous training, experience or some degree of specialized knowledge/skill is required.

**POSITION EXAMPLES**
Library Assistant, Data Entry Clerk, Office Assistant II
Northeastern University – Student Employment Office

Pay Levels For Student Employees

Federal Work Study/General Northeastern Student Employment

Level III – Base Pay Range $15-$17

DESCRIPTION
Responsibilities consist of more diverse duties requiring some independent judgment in interpreting and selecting alternative courses of action. Employee may guide and direct the work of others as a Lead Worker.

LEVEL OF SUPERVISION
Requires a moderate to minimal level of supervision

REQUIREMENTS
Advanced training, certification, significant prior experience or considerable proficiency in an area of specialized knowledge/skill is required.

POSITION EXAMPLES
Lab Assistant, Office Assistant III, Lifeguard, Personal Trainer
Northeastern University – Student Employment Office

Pay Levels For Student Employees

Federal Work Study/General Northeastern Student Employment

**Level IV – Base Pay Range $17-$20**

**DESCRIPTION**
Responsibilities at the more advanced level have greater complexity and/or accountability. Positions at this level are responsible for critical function within the unit. Graduate student typically fall within this level.

**LEVEL OF SUPERVISION**
Work independently, requires little to no direct supervision.

**REQUIREMENTS**
Requires specialized certification, un undergraduate degree and/or advanced technical training or prior professional experience.

**POSITION EXAMPLES**
First year Graduate Research Assistant, Program Coordinator, Web Developer
Pay Levels For Student Employees

Federal Work Study/General Northeastern Student Employment

**Level V – Base Pay Range $20-$30**

**DESCRIPTION**
This is the highest level of part-time worker. This level typically includes grant funded research positions as well as highly experienced consultant positions. Employee performs specialized work requiring significant responsibilities and a specialized wage rate. Undergraduate students are typically not found in this level.

**LEVEL OF SUPERVISION**
Works independently, needs limited guidance on project or program focus

**REQUIREMENTS**
Requires a graduate level education, completion of core courses directly related to the position and/or advanced technical training or prior professional experience.

**POSITION EXAMPLES**
Research Assistant, Teaching Assistant, Consultant