

Student Employment

Since finding a job is ultimately your responsibility, the following information will help guide your job search.



Step 1: Register for classes

Your class schedule determines your work schedule. Consider taking afternoon classes so you can work in the mornings when more jobs are available. Students tend to sign up for morning classes and look for afternoon work, resulting in a wide-open morning job market and a tighter afternoon job market. Try to arrange your schedule so you have at least three-hour blocks of time available for morning or afternoon work. Although there are some jobs with different hours available, most jobs are during the regular 8 a.m. to 5 p.m. workday.

Step 2: Visit areas of interest, but be willing to compromise

Freshmen are more likely to find employment with employers that hire a large number of students such as the Service Department, Food Service, and Landscape Services. Be willing to work at whatever job is available.

Step 3: Check Human Resources website

Look at the Human Resources website (www.southern.edu/hr) for both on-campus and off-campus job opportunities. Call the number listed in the ad, and make an appointment for an interview. Put personal effort into your job search.

Employment Opportunities

On-campus

Accounting, Wright Hall
all academic departments
Alumni Relations, Lynn Wood Hall
Campus Safety, Industrial Drive
Campus Shop, Fleming Plaza
Campus Kitchen, Fleming Plaza
Enrollment Services, Wright Hall
Food Service, Cafeteria
Human Resources, Wright Hall
Information Services, Wright Hall
KR's Place, Student Center
Landscape Services, Industrial Drive
McKee Library
Mail Service, Fleming Plaza
Motor Pool, Park Lane
Marketing and University Relations, Wright Hall
QuickPrint, Fleming Plaza
Records and Advisement, Wright Hall
Residence Halls, Talge and Thatcher
Service Department, Industrial Drive
Student Services, Wright Hall
Village Market, Fleming Plaza
WSMC-FM Radio Station, Brock Hall

On-campus Other not operated by Southern

Adventist Book Center
College Press
Kiddie Kampus Day Care
McKee Foods Corporation
Spalding Elementary School

Collegedale/Ooltewah area

Collegedale Central Exxon
Rite Aid Pharmacy
Piece-A-Cake Bakery
Public Library
Publix
Walmart
Bi-Lo
nursing homes and assisted living centers
Ooltewah nursery
restaurants and fast food chains
Roadway Packaging Service
Samaritan Center
Walgreens

Other

Hamilton Place Mall (more than 125 stores)
local hospitals

"Southern Adventist University encourages every student to balance work and study. If a student wants to work, is physically and emotionally able to work, and has arranged his/her class schedule to accommodate a reasonable work schedule, he/she should be able to obtain employment on campus."

– Southern Catalog