



Georgetown University Student Employment Office

Examples of Wage Justifications

Georgetown University Student Employment Office
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A Wage Justification is required for all hires with a listed wage above \$20.00 per hour. Below are some examples of previously accepted wage justifications to illustrate what information is needed for this process. The information you may need to include will vary based on your specific hire situation, but please feel free to refer to these examples as you prepare your wage justification.

If you have any questions, please contact the Student Employment Office (contact information listed above).

“██████ is a Ph.D. candidate in Applied Linguistics at the Department of Linguistics, Georgetown University. Her research interests include social interaction, corrective feedback, and task-based language teaching. Her current research agenda is centered on investigating interaction that takes place in telecollaboration/virtual language exchange. Prior to starting her Ph.D. at Georgetown University, she had taught Japanese at the Massachusetts Institute of Technology, Boston University, and Middlebury College in Tokyo. She also coordinated task-based language exchange projects between schools in Japan and the United States and is actively engaged in initiating such exchange programs at Georgetown University. Her previous publications investigated the effect of dynamic written corrective feedback, the use of telecollaboration for faculty development, and the effect of lexical categories on task-based telecollaborative interaction! Considering her experience, we believe that ██████ is the perfect candidate for the job. Her experience coordinating and doing research on telecollaboration will be valuable for our project!”

“This position is supporting the creation of a massive open online course (MOOC) on Dante Alighieri's Divine Comedy. ██████ brings to this position an advanced understanding of and deep familiarity with the works of Dante Alighieri, and as a fluent Italian speaker, is able to assist us in our work with both the untranslated primary text and translations of the poem. ██████ is a PhD student in the Liberal Studies program, and given her advanced academic credentials (M. Sc. in European and International Policy from the Catholic University of the Sacred Heart in Milan), we believe her experience and academic qualifications warrant a higher rate of pay.”

“ [REDACTED] has used Wordpress blogware extensively, both as Teaching Assistant and as a graduate student, developing a highly skilled efficiency with the platform that will allow her to effectively assist faculty, most of whom do not have experience with it. She was a participant in the Spring 2013 HIST 099 workshops and so has a clear sense of the aims of the Digital Inquiry Commons and the kind of utility the faculty involved in this initiative require of the Digital Commons. She is an experienced Teaching Assistant for History General Education courses and so has an excellent working knowledge of the kinds of resources both students and faculty need readily available on the Digital Commons to maximize the potential of this new shared pedagogical resource. She has the technical ability and the creativity that will allow her to efficiently and effectively

“ [REDACTED] has been working with us here at Lombardi Comprehensive Cancer Center this semester and I would like to hire her for the summer at an hourly wage of \$20/hour. I understand that this pay exceeds the standard for highly skilled student help; however, I believe that the salary is warranted based on the work she will be performing and the level of her skill and expertise. Almost immediately after I hired [REDACTED] in January, she established herself as a professional who takes pride in her work. Her work is consistently 100% accurate and often completed in advance of deadlines. She has quickly learned the National Cancer Institute requirements for reporting publications, clinical trials accruals, membership database formats, among other standards. Since Lombardi is submitting the competitive renewal application for its core grant from the National Cancer Institute in May, followed by a site visit from senior scientific researchers and NCI program directors in September, Lombardi has a dire need for qualified help to meet those deadlines. [REDACTED] has already demonstrated that she is more than capable and has in fact provided better quality work products from temporary help I've hired (and fired) from Hoya Staffing at a higher hourly wage. In brief, [REDACTED] will be working directly with me, Director of Research Operations, as well as the Lombardi Cancer Center Director, Louis M. Weiner, MD, and other senior leaders of Lombardi and GUMC to complete projects necessary to prepare the Cancer Center and Medical Center and University for a critical site visit in September. Projects will be related to information management for publications of all 150 Cancer Center Scientific Members, gathering information related to 5-year membership trends and outcome, and research productivity of our members.”