



## CALIFORNIA STATE UNIVERSITY, STANISLAUS

Phone (209) 667-3354 ♦ [www.csustan.edu/HR](http://www.csustan.edu/HR)

### **STUDENT ASSISTANT EMPLOYMENT OPPORTUNITY** (On Campus, Non-Work Study)

**POSITION: SPOT JOB APPLICANT POOL**

**JOB NUMBER: #SA-10-2796**

Candidates who submit their resumes to the Spot Job Applicant Pool will be contacted directly by departments as hiring needs arise.

- Positions will vary by location, time and duration.
- Typically, jobs are for 1 - 7 days and from 1 - 8 hours per shift.
- Campus departments/offices utilize this pool to fill "one-time" or "short-term" vacancies.
- By submitting your resume, Human Resources will make it available to offices/departments that have "spot job" hiring needs.

#### **QUALIFICATIONS:**

- Current enrollment in California State University, Stanislaus matriculated classes. (Enrollment only in Extended Education classes does not qualify.)
- The successful candidate may be required to be fingerprinted and successfully pass a background check, which may include checks of employment records, criminal records, civil records, and motor vehicle records.

**SALARY:** Varies, but starts at \$8.00 per hour.

#### **CONTINUOUSLY ACCEPTING APPLICATIONS.**

**APPLICATION PROCEDURE:** Qualified candidates should submit a completed Student Assistant employment application (download electronic application at [www.csustan.edu/hr](http://www.csustan.edu/hr)) in person, via mail, or via email to:

California State University, Stanislaus  
Human Resources Department  
Mary Stuart Rogers Educational Services Gateway Building, Suite 320 (3<sup>rd</sup> Floor)  
One University Circle  
Turlock, CA 95382  
Phone: (209) 667-3354  
[HR\\_Assistant@csustan.edu](mailto:HR_Assistant@csustan.edu)

Applicants requiring necessary accommodations to the application process may contact Human Resources at (209) 667-3351. California Relay Service is available at (800) 735-2922 voice and (800) 735-2929 TDD.

**THOSE INDIVIDUALS WHO APPEAR TO BE THE BEST QUALIFIED FOR THIS POSITION WILL BE CONTACTED BY TELEPHONE FOR AN INTERVIEW.**

CSU STANISLAUS IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION TITLE IX/SECTION 503/504 EMPLOYER. QUALIFIED WOMEN, MINORITIES, AND PERSONS WITH DISABILITIES ARE ENCOURAGED TO APPLY. CSU STANISLAUS HIRES ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES. CLERY ACT: IN COMPLIANCE WITH THE JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY AND CRIME STATISTICS ACT, CRIME REPORT STATISTICS ARE AVAILABLE AT <http://www.csustan.edu/UPD/pages/CampusCrimeStatistics/index.html>

*INFORMATION CONTAINED IN THIS ANNOUNCEMENT MAY BE SUBJECT TO CHANGE WITHOUT NOTICE.*

6/1/09; 6/14/10; 8/24/10