

**POSITION:** Field Trip Rental Car Driver

**JOB NUMBER:** SA-5065

Thirty temporary hourly-intermittent positions available on or after September 4, 2018 and ending on or before May 30, 2019 for the Biological Sciences Department. Possibility of rehire based on performance, department needs, and budget.

**DUTIES:** This position will perform duties to include, but not limited to:

- Responsibly drive students to field trip destinations for the Biological Sciences Department.
- Be conscientious and concerned for the safety of the students which you are transporting.
- Take and pass a 2 hour long online Defensive Driving Course. Perform all other duties or projects as assigned.

**QUALIFICATIONS:**

- Undergraduate students must be registered/enrolled in a minimum of six (6) Fall/Spring units.
- Post-baccalaureate students must be registered in a minimum of four (4) Fall/Spring units in a graduate program.
- Must meet all other eligibility requirements per the Student Employment Policies (see <https://www.csustan.edu/hr/student-employment>).
- Demonstrates the ability to be responsible and a mature individual.
- Demonstrate the possession of a valid California driver's license.
- Demonstrate proof of a good driving record.
- Demonstrate that you are over the age of 21.
- Demonstrates passing online Defensive Driving Course.
- It is highly preferred that the incumbent be working towards a biological sciences degree.

**SALARY:** \$12.00 per hour

**APPLICATION DEADLINE:** Open Until Filled

**APPLICATION PROCEDURE:** Qualified candidates must: 1) a completed Student Assistant Employment Application (download at <https://www.csustan.edu/hr/student-employment/job-opportunities>), 2) Résumé 3) Cover Letter 4) Available Work Schedule and submit via email to:

Ms. Vanessa Leyva  
Biological Sciences  
N258  
One University Circle · Turlock, CA 95382  
Phone: (209) 664-6549  
Email: [vleyva3@csustan.edu](mailto:vleyva3@csustan.edu)

Applicants requiring necessary accommodations to the application process may contact the Human Resources Department at (209) 667-3351. California Relay Service is available at (800) 735-2922 voice and (800) 735-2929 TDD. As a federal contractor, we are committed to attracting a diverse applicant pool. Please consider completing the Voluntary Self-Identification of Disability form (your response will not be shared with the search committee) at: [http://www.dol.gov/ofccp/regs/compliance/sec503/Voluntary\\_Self-Identification\\_of\\_Disability\\_CC-305\\_SD\\_Edit1.24.14.pdf](http://www.dol.gov/ofccp/regs/compliance/sec503/Voluntary_Self-Identification_of_Disability_CC-305_SD_Edit1.24.14.pdf).

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

PURSUANT TO THE JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY AND CAMPUS CRIME STATISTICS ACT, THE ANNUAL SECURITY REPORT (ASR), IS NOW AVAILABLE FOR VIEWING AT [HTTPS://WWW.CSUSTAN.EDU/ANNUAL-CAMPUS-SECURITY-REPORT](https://www.csustan.edu/annual-campus-security-report). THE ASR CONTAINS THE CURRENT SECURITY AND SAFETY-RELATED POLICY STATEMENTS, EMERGENCY PREPAREDNESS AND EVACUATION INFORMATION, CRIME PREVENTION AND SEXUAL ASSAULT PREVENTION INFORMATION, AND DRUG AND ALCOHOL PREVENTION PROGRAMMING. THE ASR ALSO CONTAINS STATISTICS OF CLERY ACT CRIMES FOR STANISLAUS STATE FOR THE PREVIOUS THREE YEARS. A PAPER COPY OF THE ASR IS AVAILABLE UPON REQUEST BY CONTACTING THE OFFICE OF THE CLERY DIRECTOR LOCATED AT ONE UNIVERSITY CIRCLE, TURLOCK, CA 95382, OR BY CALLING 209-667-3572.

THE UNIVERSITY IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE AGAINST PERSONS ON THE BASIS OF RACE, RELIGION, COLOR, ANCESTRY, AGE, DISABILITY, GENETIC INFORMATION, GENDER, GENDER IDENTITY, GENDER EXPRESSION, MARITAL STATUS, MEDICAL CONDITION, NATIONAL ORIGIN, SEX, SEXUAL ORIENTATION, COVERED VETERAN STATUS, OR ANY OTHER PROTECTED STATUS. ALL QUALIFIED INDIVIDUALS ARE ENCOURAGED TO APPLY. CSU STANISLAUS HIRES ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES. THE PERSON HOLDING THIS POSITION IS CONSIDERED A 'MANDATED REPORTER' UNDER THE CALIFORNIA CHILD ABUSE AND NEGLECT REPORTING ACT AND IS REQUIRED TO COMPLY WITH THE REQUIREMENTS SET FORTH IN CSU EXECUTIVE ORDER 1083 AS A CONDITION OF EMPLOYMENT.

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

1/4/2019