

**POSITION:** Reader Grader

**JOB NUMBER:** SA-6000

Twenty-five temporary hourly-intermittent positions available on or after August 22, 2019 and ending on or before May 31, 2020 for the Mathematics Department. Possibility of rehire based on performance, department needs, and budget.

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

- Assist instructor with grading homework assignments (with provided solutions).
- Record student scores. 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 to be dependable, responsible, neat and able to perform duties in a timely manner.
- Demonstrates grade of "B" or better in the lower division course.
- Demonstrates competency in Mathematics above the level of the course to be graded.

**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 and submit in-person to:

Ms. Melanie Myers  
Mathematics  
S107  
One University Circle · Turlock, CA 95382  
Phone: (209)667-3461  
Email: [mmyers1@csustan.edu](mailto:mmyers1@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.**

4/19/2019

**In-Class Assistant and Reader / Grader Application**

Date of Application \_\_\_\_\_

Position Applying for:

Reader / Grader \_\_\_\_\_ Classroom Assistant \_\_\_\_\_

Preference for instructor/course(s) \_\_\_\_\_

Name \_\_\_\_\_ Fr So Jr Sr  
Circle one

Student ID Number \_\_\_\_\_

Address \_\_\_\_\_

Telephone # (Home) \_\_\_\_\_ Cell or Message \_\_\_\_\_

Email Address \_\_\_\_\_

Availability (days/hours available to work for in class assistants only):

\_\_\_\_\_

Please list all college level mathematics courses successfully completed, with grades:


Please list any previous experience: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Are you a fulltime CSU Stanislaus student?** Yes: \_\_\_\_\_ No: \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

Hired by: \_\_\_\_\_  
Instructor

For Math: \_\_\_\_\_  
Course and section