

For the week of June 17, 2019
Faculty, Administrative/Professional, and Civil Service

Complete job announcements for the positions listed below may be found at: www.siu.edu/jobs or viewed in person at the Human Resources office located in Woody Hall, Room 169. The office can be reached by calling 618-536-6618. Individuals with a speech or hearing impairment may contact the University Affirmative Action Office through the Illinois Telecommunications Relay Service at 1-800-526-0844 (T/A).

FACULTY:

COE-1064-PN Assistant Lecturer/Assistant Professor of Practice (Variable time)(Grayslake, IL), effective 8/16/2019, Curriculum and Instruction, by 6/28/2019 or until filled. Contact Search Committee.

ADMINISTRATIVE/PROFESSIONAL:

***VCSA-55 Assistant Director of Outdoor Education and Recreation**, effective ASAP, Touch of Nature, by 6/28/2019 or until filled. Contact Lorrie Lefler.

CIVIL SERVICE:

Civil Service positions are advertised for one week. Applicants must apply and make appointments to test for current vacancies by **12:00 noon, Thursday, June 20, 2019**, at Department of Human Resources in Woody Hall, Room 152, 900 S.Normal Ave., Carbondale, Illinois.

<u>Title</u>	<u>Department</u>	<u>Salary</u>
Administrative Assistant	Office of Sponsored Projects Administration	\$3,391.00 per month
Administrative Nurse II	Student Health Services	\$3,093.00 per month
Financial Aid Advisor Manager	Financial Aid Office	\$2,830.00 per month
Instructional Development Specialist	Center for Teaching Excellence	\$2,702.00 per month
Office Administrator	Various Campus Departments	\$15.28 per hour
Office Manager	Various Campus Departments	\$14.62 per hour
Office Support Assistant	Various Campus Departments	\$10.61 per hour
Office Support Associate	Various Campus Departments	\$10.88 per hour
Office Support Specialist	Various Campus Departments	\$12.37 per hour
Pharmacy Technician II	Student Health Services	\$2,170.00 per month

**This is a security-sensitive position. Before any offer of employment is made, the University will conduct a pre-employment background investigation, which includes a criminal background check.*

Civil Service positions continue on the following page.

SIU Carbondale is an Affirmative Action/Equal Opportunity Employer of individuals with disabilities and protected veterans that strives to enhance its ability to develop a diverse faculty and staff and to increase its potential to serve a diverse student population. All applications are welcomed and encouraged and will receive consideration.

CIVIL SERVICE CONTINUED:

For the **following positions**, applicants must submit a detailed Civil Service Application and cover letter outlining appropriate work experience and education. **Indicate within the cover letter the position for which you are applying.** Civil Service Application for Employment are available at: <https://jobs.siu.edu/applicant-login>. If you have previously submitted a paper-based Civil Service application, you still need to apply through the new online application system. Official transcripts, certifications, licenses, and/or DD 214 forms are required. Qualification details are available at <https://jobs.siu.edu/civil-service-current-vacancies>.

Application materials must be submitted by noon, Thursday, June 27, 2019.

<u>Title</u>	<u>Department</u>	<u>Salary</u>
Information Technology Technical Associate-Foundation Support Services	Information Technology	Commensurate with experience
Information Technology Manager/Administrative Coordinator-Foundation Support Services	Information Technology	Commensurate with experience

Note: There are two positions.

For a complete description of minimum acceptable qualifications and procedures, please call the Human Resources Information Network for Opportunities (HRINFO) at 618-536-2116 or the Department of Human Resources at 618-536-3369. Individuals with a speech or hearing impairment may contact Human Resources through the Illinois Telecommunications Relay Service at 800-526-0844 (T/A). Applicants must provide all qualifying credentials: college transcripts, licenses, job descriptions, etc.