

CIVIL SERVICE VACANCIES FOR THE WEEK OF August 21, 2017

Civil service vacancies are advertised for one week. Applications and all qualifying credentials such as official transcripts, certifications, licenses and DD 214 must be submitted for the current vacancies no later than **12:00 noon, Thursday, August 24, 2017.**

ATTENTION

SIUC is transitioning to a new online application and hiring process. During the next few months pay close attention to application procedures for each vacancy. Some will remain the same and for some you will need to apply through the new online system.

Graphic Designer Associate

Salary: \$2675.00 per month

Department: Student Center

1. Any one or any combination that equals **thirty-six (36) months** from the categories below:*)
 - a) Credit for progressively more advanced college or art-school course work that would lead to a major in graphic/visual arts communication and/or design
 - 60 semester hours equals 12 months
 - 90 semester hours equals 24 months
 - 120 semester hours or a Bachelor's Degree equals 36 months
 - b) Work experience and/or on-the-job training that provided a knowledge of progressively more advanced, generally accepted principles, theories, practices, and methods used in graphic designs and their applications to visual communications problems that are/is comparable to the training provided in the programs such as graphic/visual arts communication and/or design

AND

2. **Twelve (12) months** of progressively more responsible work experience and/or training comparable to that performed at the Graphic Designer Assistant level of this series

* A Master's Degree in visual design, with emphasis in visual arts communication or a closely related field, meets **all** minimum acceptable qualifications for the Level II of this series.

Greenhouse Gardener I

Salary: \$18.17 per hour

Department: Plant Biology

1. a) Two years of work experience in greenhouse crop production or research greenhouses; and related gardens
- OR
- b) 30 semester hours of college credit for coursework in greenhouse management, floriculture, general horticulture, plant propagation, vegetable production, taxonomy of cultivated plants, plant physiology, and basis soils

OR

c) Any combination of education and experience as described above which totals two years*

* College coursework must be evaluated on the basis of 1.25 semester hours of credit being equivalent to one month in computing combinations of education and experience as provided above.

Child Care Assistant

Salary: \$1443.00 per month

Department: Rainbow's End

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

1. Possession of credentials required by Illinois Department of Children and Family Services for employment as a Child Care Assistant

The qualifications are:

- 1) High school diploma or equivalency certificate (GED)

The Illinois Department of Children and Family Services required credentials can be reviewed at:
<http://www.ilga.gov/commission/jcar/admincode/089/089004070D01500R.html>

Note: For the **following positions**, interested 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.** The Civil Service Application for Employment and qualification details are available through the online system, which can be found at: <https://jobs.siu.edu/applicant-login>. If you have previously submitted a paper-based Civil Service application, you will still need to apply through the new online application system. Official transcripts, certifications, licenses, and/or DD 214 forms are required. **Application materials must be submitted by noon, Thursday, August 31, 2017.**

Qualification details are available through the online system by clicking the position title below or going to <https://jobs.siu.edu/civil-service-current-vacancies>.

Information Technology Technical Associate-Enterprise Applications Developer*

Salary: commensurate with experience

Department: Information Technology-Administrative Information Systems

Information Technology Manager/Administrative Coordinator-Extended Campus*

Salary: commensurate with experience

Department: Information Technology

Program Coordinator-Sustainability

Salary: commensurate with experience

Department: Student Center

Note: For the **following position**, interested applicants must submit a detailed Civil Service Application outlining appropriate work experience and education. The Civil Service Application for Employment and qualification details are available through the online system, which can be found at: <https://jobs.siu.edu/applicant-login>. If you have previously submitted a paper-based Civil Service application, you will still need to apply through the new online application system. Official transcripts, certifications, licenses, and/or DD 214 forms are required. **Application materials must be submitted by noon, Thursday, August 24, 2017.**

Qualification details are available through the online system by clicking the position title below or going to <https://jobs.siu.edu/civil-service-current-vacancies>.

[Food Court/Snack Bar Supervisor](#)

Salary: \$1922.00 per month

Department: Student Center