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, October 12, 2017.

Effective September 11, 2017: Interviewing hours with employment counselors will only be on Tuesdays and Thursdays from 9:00 a.m. to 1:00 p.m.

*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.

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:

Business/Administrative Associate

**Minimum Salary:** $4432.00 per month  
**Maximum Salary:** $6899.00 per month

**Department:** SIU Foundation

1. Bachelor's degree in business administration, management or a field related to the position

2. Two years of professional level accounting, managerial and/or business experience, one year of which was at an administrative level

3. Additional education, training and/or work experience in the area of specialization inherent to the position may be required