CIVIL SERVICE VACANCIES FOR THE WEEK OF January 27, 2020

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, January 30, 2020.

*ATTENTION*
As of January 1, 2020, all Civil Service vacancies will be posted on our online application system: https://jobs.siue.edu/

There is a continuing need for applicants in the following classifications:
**Office Support Assistant, Office Support Associate, Office Support Specialist, Office Manager, & Office Administrator**

Note: For the next position, interested applicants must submit a detailed Civil Service Application and cover letter outlining appropriate work experience and education. If a current Civil Service Application is on file, please submit a cover letter. Indicate within the cover letter the position for which you are applying. The Civil Service Application for Employment is available through the online system, which can be found at: https://jobs.siu.edu/applicant-login. Please create an applicant profile and detailed Civil Service Application through the online system. Official transcripts, certifications, licenses, and/or DD 214 forms are required. All application materials for this position should be mailed or delivered in person to Department of Human Resources, Mail Code 6520, Southern Illinois University Carbondale, 900 S. Normal Ave., Woody Hall, Carbondale, IL 62901. Application materials must be received by noon, Thursday, January 30, 2020.

Program Director-University Farms*
Department: University Farms

1. Master’s Degree in Agriculture, Agronomy, Soil Science, Animal Science, Agricultural Education, Agribusiness or closely-related discipline from an accredited higher education institution*

2. A total of two (2) year’s experience in farming, farm management in a private, company and/or university setting*
   *Candidate must hold, or be able to obtain as soon as possible upon hire, a CDL license and a pesticide applicators license in the state of Illinois.

Note: For the following positions, interested applicants must submit a detailed Civil Service Application. Please review the required documentation needed for each position at https://jobs.siu.edu/civil-service. 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, January 30, 2020.

Senior Engineer (Electrical)
Department: Physical Plant Service
Salary: Commensurate with Experience

Media Writer/Producer/Announcer II
Department: Broadcasting Service
Salary: $2,580.00 per month