CIVIL SERVICE VACANCIES FOR THE WEEK OF March 18, 2019

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, March 21, 2019.

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.

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There is a continuing need for applicants in the following classifications:  
*** Child Care Assistant & Payroll Specialist II ***

Note: For the following positions, applications can be found at http://hr.siu.edu/prospective-new-employee/apply.php. Applicants must submit all application materials in person, during counseling hours, and before the deadline for submission listed above.

**Broadcasting Engineer**

Department: Broadcasting Service

1. High school graduation or equivalent

2. a) Credit for 60 semester hours of college course work, with a minimum of 30 semester hours in electrical engineering or electronics

   OR

   b) Associate degree in electronics or radio/television engineering

   OR

   c) Successful completion of a trade or vocational school program in electronics or radio/television engineering lasting two academic years

   OR

   d) Eighteen (18) months of experience in radio and television engineering or television engineering

   OR

   e) Any combination of A – D that totals 18 months

Salary: $18.36 per hour
Medical Assistant (Credentialed/Certified)  
Salary: $1,942.00 per month

Department: Student Health Services

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. High school graduation or equivalent.

2. Possession of a current/valid medical assistant certification by an approved certifying board as defined by the employing institution.

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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, March 21, 2019.

Qualification details are available through the online system by going to https://jobs.siu.edu/civil-service-current-vacancies

Information Technology Technical Associate-Call Center Team Lead*

Salary: commensurate with experience

Department: Information Technology

Program Coordinator- Center for Rural Health and Social Service Development*

Salary: commensurate with experience

Department: Center for Rural Health and Social Service Development

Program Coordinator- Marketing*

Salary: commensurate with experience

Department: University Housing