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, May 17, 2018.

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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Note: For the following position, 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.

Natural Science Technical Assistant

Salary: $17.13 per hour

Department: Microbiology

This position is a 10 month flex-year working from 8/1-5/31.

1. High school graduation or equivalent

2. a) Six years of experience in laboratory techniques, three years of which must have been gained in the department to be served

OR

b) Bachelor’s degree with a major in the biological sciences or chemistry and two years of experience in a scientific laboratory
Note: For the following 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. The Civil Service Application for Employment can be found at: http://hr.siu.edu/prospective-new-employee/apply.php. Official transcripts, certifications, licenses, and/or DD 214 forms are required. All application materials for this position should be mailed to Department of Human Resources, Mail Code 6520, Southern Illinois University Carbondale, 1255 Douglas Drive, Miles Hall, Carbondale, IL 62901. Application materials must be received by noon, Thursday, May 24, 2018.

Accounting Associate  

Salary: $4,043.00 per month

Department: Student Center

1. a) Bachelor’s degree with a major in Accountancy or a related field AND two (2) years of professional level accounting experience.

   OR

   b) Possession of a current registration as a Certified Public Accountant, Certified Management Accountant, or a valid License to practice Public Accounting.

   OR

   c) Master’s degree in Accountancy or a related field.

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