CIVIL SERVICE VACANCIES FOR THE WEEK OF April 30, 2018

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 3, 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.

Note: For the following 2 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.

Child Development Associate

Salary: $1,719.00 per month

Department: Head Start

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.

This position is a 9 month flex-year working from 8/16 – 5/15.

There are two positions.

1. Possession of credentials required by Illinois Department of Children and Family Services for employment as a Child Care Worker in a licensed child care facility.

   The qualifications are:

   1) 19 years of age.

   2) High school diploma or equivalency certificate (GED).

   3) In addition to meeting the requirements of Section 407.100, the early childhood teacher shall have achieved:

      a) Sixty semester hours (or 90 quarter hours) of credits from an accredited college or university with six semester or nine quarter hours in courses related directly to child care and/or child development, from birth to age six; or

      b) One year (1560 clock hours) of child development experience in a nursery school, kindergarten, or licensed day care center and 30 semester hours (or 45 quarter hours) of credits from an accredited college or university with six semester or nine quarter hours in courses related directly to child care and/or child development, from birth to age six

The Illinois Department of Children and Family Services required credentials can be reviewed at:

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

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Note: For the following position, 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, May 3, 2018.

Information Technology Technical Associate-School of Law*

Salary: commensurate with experience

Department: Information Technology

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Note: For the following position, 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, May 10, 2018.

Information Technology Technical Associate-Foundation Support Services*

Salary: commensurate with experience

Department: Information Technology