

**CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO**  
**ACADEMIC STUDENT EMPLOYEE UNIT 11 (TA, GA, ISA)**  
**POSITION AVAILABLE:**  
**Fall 2023**

**CLASSIFICATION/JOB TITLE**

---

**Graduate Assistant**

**DEPARTMENT**

---

**Department of Psychology**

**GENERAL DESCRIPTION OF DUTIES**

---

**Graduate Assistants:** Under immediate supervision, the **Graduate Assistant** will assist one or more regular faculty members or the teaching staff with various professional, technical, and research-based duties associated generally with the subjects or programs in the **Department of Psychology**.

The student will be responsible for cleaning and sanitizing animal rooms and other areas as required; dispose of dirty bedding materials, scrub, and sanitize floors and walls; prepare clean cages with appropriate bedding materials; operate cage and bottle washers and steam cleaner; transfer animals to clean cages; feed and water animals; empty and dispose of trash; move heavy cages, racks, equipment, and so on. The student also will be responsible for recognizing signs of illness, injuries, parasites, or unusual behavior in animals, or deviations in animal room environment - reporting this information to the IST.

The student will work in conditions that include exposure to animal noise, odors, allergens, body fluids, detergents, disinfectants and other chemicals, zoonotic diseases, bites, and scratches; and there are weekend and holiday duties, and responsibilities out of normal working hours may be assigned.

**Classification Standards for Unit 11 Employees:**

<http://academicpersonnel.csusb.edu/academicStudentEmployees/index.html>

**MINIMUM QUALIFICATIONS**

---

- Currently enrolled as a graduate student at CSUSB
- Must maintain academic eligibility throughout employment period (3.0 GPA or higher)
- Must be able to work cooperatively with faculty, staff and other students

*Exceptions to the minimum eligibility qualifications may be granted at the sole discretion of the University.*

**TIMEBASE OR HOURS OF APPOINTMENT**

---

**5 - 20 hours per week**

**HIRING CRITERIA**

---

The successful applicant must be currently enrolled in CSUSB and remain academically eligible. In addition, the successful applicant must demonstrate the ability to be cooperative and responsible.

**APPLICATION PROCEDURES AND DEADLINE**

---

Please submit a cover letter and resume to [Alexis.solis@csusb.edu](mailto:Alexis.solis@csusb.edu), no later than **August 4, 2023 by 4:00 p.m.**

**PROCEDURES FOR NOTIFICATION**

---

Applicants awarded a position will be notified.

**FOR ADDITIONAL INFORMATION, PLEASE CONTACT**  
**[Marlena Brown, Marlena.brown@csusb.edu, 909-537-7485](mailto:Marlena.brown@csusb.edu)**

*A background check (including a criminal records check) must be completed satisfactorily before any candidate can be offered a position with the CSU. Failure to satisfactorily complete the background check may affect the application status of applicants or continued employment of current CSU employees who apply for the position.*

*California State University, San Bernardino is an Affirmative Action/Equal Opportunity Employer. We consider qualified applicants for employment without regard to race, religion, color, national origin, ancestry, age, sex, gender, gender identity, gender expression, sexual orientation, genetic information, medical condition, disability, marital status, or protected veteran status.*