

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO
ACADEMIC STUDENT EMPLOYEE UNIT 11 (TA, GA, ISA)
POSITION AVAILABLE:
Spring semester 2021 (monthly)

CLASSIFICATION/JOB TITLE

Graduate Assistant (2 positions available)

DEPARTMENT

Communication Studies

GENERAL DESCRIPTION OF DUTIES

Graduate Assistants and Instructional Student Assistants: Under immediate supervision, the Graduate Assistant (G.A.) will assist Dr. Theo Mazumdar with various research-based duties associated generally with the subjects or programs in the department of Communication Studies. Supervisor will train G.A. on coding. Student needs computer access and WiFi.

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

12 hours/week x one month

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 resume directly to Dr. Theo Mazumdar, Theo.mazumdar@csusb.edu.

PROCEDURES FOR NOTIFICATION

Applicants awarded a position will be notified.

FOR ADDITIONAL INFORMATION, PLEASE CONTACT
Dr. Theo Mazumdar Email: Theo.mazumdar@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.