

**CALIFORNIA STATE UNIVERSITY SAN BERNARDINO  
ACADEMIC STUDENT EMPLOYEE POSITION AVAILABLE  
ACADEMIC YEAR 2016**

**CLASSIFICATION/JOB TITLE**

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Graduate Assistant (2 positions available)

**DEPARTMENT**

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Social Science and Globalization

**GENERAL DESCRIPTION OF DUTIES**

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Under the supervision of a faculty member, the incumbent will assist a professor with research and/or grading mid-terms, final exams, and other assignments.

**MINIMUM QUALIFICATIONS**

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- Currently enrolled in good standing as a student at CSUSB in the M.A. Social Science program
- Must be able to work cooperatively with faculty, staff and other students and to accept responsibility.
- Must maintain academic eligibility throughout employment period (3.0 GPA or higher).

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

**TIMEBASE OR HOURS OF APPOINTMENT**

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10 hours per week

**HIRING CRITERIA**

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The successful applicant will be academically eligible and goal oriented.

**APPLICATION PROCEDURES AND DEADLINE**

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Please submit a resume and a letter of application to the department office (SB-327) no later than Friday, September 16, 2016.

**PROCEDURES FOR NOTIFICATION**

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Applicants awarded a position will be notified by September 30, 2016.

**FOR ADDITIONAL INFORMATION, PLEASE CONTACT PAMELA CROSSON, MA SSCI  
ADMINISTRATIVE SUPPORT COORDINATOR, 909/537-5524 or [pcrosson@csusb.edu](mailto:pcrosson@csusb.edu).**

*It is the policy of CSUSB to provide equal employment opportunities to all applicants and employees regardless of race, color, religion, national origin, sex, sexual preference, marital status, pregnancy, age, disability, disabled veteran's or Vietnam era veteran's status.*