STUDENT ASSISTANT
DIGITAL LIBRARY SERVICES

Department: Digital Library Services, Library South, 6th Floor

Description: The Digital Library Services (Systems) department is currently seeking to hire one Student Assistant with a Computer Networking interest. The Library Systems Unit handles all computer LAN operations for students and staff.

Examples of Duties:

- Install computer software
- Hardware setup
- Troubleshoot computer software and hardware problems
- Setup public student and staff computers
- Assist Computer Lead in a variety of projects
- Document changes to help desk tickets
- Other duties as assigned

Qualifications:

- Currently enrolled in at least 6 credit hours
- Familiarity with computers and components
- Effective communicator and listening skills
- Attention to detail
- Provide excellent customer service
- Proficient organizational skills
- Ability to work with a team

Hours and Shifts: 12:30 p.m. - 4:30 p.m. Monday – Friday (20 hours)

Salary Level: $8.00/hr.

How to Apply: To apply for this position, please send your resume to liblao@gsu.edu

Georgia State University is an equal opportunity educational institution/affirmative action employer strongly committed to cultural diversity.