



STUDENT ASSISTANTS
DIGITAL LIBRARY SERVICES

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

Description: The Digital Library Services (Digital Projects) department is currently seeking to hire two Student Assistants. The Digital Projects Unit handles digitization projects for the University Library.

Examples of Duties:

- Preparing documents for scanning (staple removal, assigning identifiers to photographs)
- Scanning documents/photographs
- Image treatment
- Digitization of audiovisual materials
- Basic metadata creation
- Other duties as assigned

Qualifications:

- Currently enrolled in at least 6 credit hours
- Effective communicator
- Attention to detail
- Proficient knowledge of Microsoft Word and Excel

Hours and Shifts: 15-20 hours Monday – Friday

Salary Level: \$7.25/hr.

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

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affirmative action employer strongly committed to cultural diversity.*