



## **STUDENT ASSISTANT – FACILITIES**

**Division:** Library Administration – Facilities, University Library North, Ground Floor

**Description:** The Facilities Unit of the University Library is looking for a student assistant to aid the staff in maintaining the general aesthetics of the building through daily walks and tidying of furniture as well as monitoring facilities issues.

**Examples of Responsibilities:**

- Maintaining furniture placement throughout the library
- Maintaining the general aesthetics of the library
- Moving furniture and other items to storage in the library
- Daily walks to monitor facilities issues and cleanliness of the library
- Maintaining student use items throughout the library

**Qualifications:**

- Detail oriented
- Dependable and punctual
- Customer service oriented
- Must be able to work a consistent schedule
- Must be enrolled in at least six credit hours
- Ability to work independently and follow instructions
- Ability to push and move 25 lbs. with or without reasonable accommodations

**Hours:** 10- 20 hours per week, between 1pm – 6pm (Monday-Friday)

**Salary Level:** \$8.00 per hour

**How to Apply:** To apply for this position, please send your cover letter and resume to:  
[liblao@gsu.edu](mailto:liblao@gsu.edu)

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