CURVE Library Ambassadors

**Department:** User Services & Technology Support (USTS), Collaborative University Research and Visualization Environment (CURVE) – Atlanta Campus

**Description:** USTS is seeking Library Ambassadors for the Spring 2022 semester to provide excellent customer service to library patrons and provide general software and computer support in CURVE.

**Duties and Responsibilities**
- Greet students, confirm workstation reservations, and provide access to CURVE.
- Check out equipment. Provide introductory assistance for CURVE software programs.
- Troubleshoot basic computer and software issues.
- Answer directional questions, provide information about services offered by the library and explain departmental policies and procedures.
- Clean tables and white boards. Reset furniture as needed.
- Maintain good attendance record. Adhere to assigned desk schedule.

**Qualifications**
- Strong communication and interpersonal skills
- Ability to perform duties in an independent manner with minimal supervision
- Familiarity with any CURVE software applications (Adobe Collection, SAS, SPSS, Stata, R, Python, PolicyMap, NVivo, Tableau, ArcGIS, Google Earth, etc.)
- Must be enrolled in at least six credit hours
- Abide by GSU COVID-19 guidelines
- If applicable, must provide a copy of Federal Work Study program (FWP) award letter

**Hours:** Up to 20 hours per week

**Pay Rate:** $8.50 per hour

**How to Apply:** To apply for this position, please send resume to liblao@gsu.edu Review of applications and virtual interviews will begin immediately.

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