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03-Oct-2024

## Lab Aide (FWS Eligible)

Student Worker I

105108BR

### Job Description

The Design School is seeking motivated candidates to join our team of Lab Aides in the Design Digital and Print Labs. The position involves helping students with large-format 2D printing as well as 3D printing and laser cutting. Lab Aides will be trained to use the equipment and gain valuable experience with technology fast becoming the norm in professional design environments. The ideal candidate should have an interest in printed media and prototype modeling.

#### Student Recruitment Type

Student Hire Hourly

#### Campus/Location

Campus: Tempe

#### Department Name

The Design School Students

#### Full-Time/Part-Time

Part-Time

#### VP Code

EXEC VP/PROVOST

#### Scope of Search

Open

#### Grant Funded Position

This is not a grant funded position and is not contingent on future grant funding.

#### Salary Range

\$14.35 - \$15.00 per hour; DOE

#### Close Date

13-October-2024

#### Essential Duties

- Assists students in the Design Digital and Print Labs
- Provide customer service to students, faculty, and staff
- Routine Maintenance of lab equipment



- Inventory of print and digital supplies
- Cleaning and organizing of equipment and supplies.
- Clearly communicate verbally, read, write, see, and hear to perform essential duties.

## Minimum Qualifications

Little or no training or experience is required.

## Desired Qualifications

- Degree seeking student in the Herberger Institute for Design and the Arts
- Experience providing excellent customer service.
- Demonstrated ability to multitask and work in a high-paced environment
- Experience and knowledge of 2D and 3D applications (AutoCAD, Adobe Illustrator, and Photoshop)

## Working Environment

- Frequent bending, reaching, lifting, pushing, and pulling up to 50 lbs.
- Regular use of standard office equipment
- Activities are performed in an environmentally controlled office setting subject to extended periods of sitting, keyboarding, and manipulation of a computer mouse.
- Candidates are required to stand for varying lengths of time and walk moderate distances to perform work.

## Department Statement

The Herberger Institute for Design and the Arts is the largest comprehensive design and arts school in the country and is located within a dynamic research university focused on transformative change. Built on a unique combination of disciplines, the Herberger Institute comprises the Schools of Art; Arts, Media and Engineering; ASU FIDM; Music, Dance and Theatre; The Design School; The Sidney Poitier New American Film School, and the ASU Art Museum. The Herberger Institute is committed to developing and scaling ideas that strengthen the role of designers and artists across all areas of society and culture, and increasing the capacity of artists and designers to make a difference in their communities. For more information on the Herberger Institute for Design and the Arts, visit [herbergerinstitute.asu.edu](http://herbergerinstitute.asu.edu).

## ASU Statement

Arizona State University is a new model for American higher education, an unprecedented combination of academic excellence, entrepreneurial energy and broad access. This New American University is a single, unified institution comprising four differentiated campuses positively impacting the economic, social, cultural and environmental health of the communities



it serves. Its research is inspired by real world application blurring the boundaries that traditionally separate academic disciplines. ASU serves more than 100,000 students in metropolitan Phoenix, Arizona, the nation's fifth largest city. ASU champions intellectual and cultural diversity, and welcomes students from all fifty states and more than one hundred nations across the globe.

ASU is a tobacco-free university. For details visit <https://wellness.asu.edu/explore-wellness/body/alcohol-and-drugs/tobacco>

Arizona State University is a VEVRAA Federal Contractor and an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, protected veteran status, or any other basis protected by law.

### **Notice of Availability of the ASU Annual Security and Fire Safety Report**

In compliance with federal law, ASU prepares an annual report on campus security and fire safety programs and resources. ASU's Annual Security and Fire Safety Report is available online at <https://www.asu.edu/police/PDFs/ASU-Clery-Report.pdf>. You may request a hard copy of the report by contacting the ASU PD at 480-965-3456.

Relocation Assistance – For information about schools, housing child resources, neighborhoods, hospitals, community events, and taxes, visit <https://cfo.asu.edu/az-resources>.

### **Instructions to Apply**


Application deadline is 3:00PM Arizona time on the date indicated.

Please include all employment information in month/year format (e.g., 6/88 to 8/94), job title, job duties and name of employer for each position.

Resume should clearly illustrate how prior knowledge and experience meets the Minimum and Desired qualifications of this position.

ASU does not pay for travel expenses associated with interviews, unless otherwise indicated.

Only electronic applications are accepted for this position.

**IMPORTANT NOTE:** What is the meaning of “equivalent combination” in the minimum qualifications? It means one year of higher education or 24 credit hours, is equal to one year of experience. For example, a four year Bachelor’s degree is equal to four years of experience. 

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