**EECS Special Project Assistant**

**Please see Special Instructions for more details.**

When applying you will be required to send the following electronic documents:

* A Resume
* A Cover Letter

For additional information please contact: **Sherry Barrett** at **sherry.barrett@oregonstate.edu**

OSU commits to inclusive excellence by advancing equity and diversity in all that we do. We are an Affirmative Action/Equal Opportunity employer, and particularly encourage applications from members of historically underrepresented racial/ethnic groups, women, individuals with disabilities, veterans, LGBTQ community members, and others who demonstrate the ability to help us achieve our vision of a diverse and inclusive community.  
  
OSU is committed to the health of our local and global community. All employees and students are required to comply with the university’s COVID-19 Vaccination Program. Please visit https://covid.oregonstate.edu/ for additional information about OSU’s plans for safety and success, as well as options for compliance with the vaccination program.

**Note: All job offers are contingent upon Human Resources final approval.**

**Position Details**

Position Information

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| --- | --- |
| **Job Title** | EECS Special Project Assistant |
| **Appointment Type** | Student Employee |
| **Job Location** | Corvallis |
| **Position Appointment Percent** | 100 |
| **Appointment Basis** | 12 |
| **Pay Method** | Hourly |
| **Pay Period** | 16th - 15th of the following month |
| **Pay Date** | Last working day of the month |
| **Min Hourly Rate** | $13.50 (Standard); $12.50 (Non-Urban); $14.75 (Portland Metro) |
| **Max Hourly Rate** | $20.40 (Standard); $19.90 (Non-Urban); $20.90 (Portland Metro) |
| **Position Summary** | This recruitment will be used to create a pool of interested applicants to fill part-time Special Project Assistant positions (maximum of 20 hours per week) for the School of Electrical Engineering and Computer Science (EECS) at Oregon State University as the need arises.  The student in this position will be expected to work between 1 to 20 hours per week depending on the need and assignment. The Student Assistant performs hands-on experience in a research lab environment, to complement the regular curriculum and enhance knowledge for future job placement. This person will receive lab orientation and safety training if required.  This position is typically funded by gifts, grants, and/or contract funds. |
| **Position Duties** | **100% Duties:**   * To be determined by hiring unit/supervisor and may include book reviews and publication research, experimentation in a laboratory setting, laboratory set-up and maintenance, data collection and analysis, and other related tasks. * Other duties are performed specifically for the funding and research topic. * This position could assist Ph.D. students and/or the professor in conducting research in EECS-related fields. In addition, the student assistant could receive mentorship on the design, implementation, and test of multiple Electrical Engineering and Computer Science research areas. |
| **Minimum Qualifications** | Employment Eligibility Requirements (<http://fa.oregonstate.edu/stu-manual/500-employment-eligibility-requirements>) |
| **Additional Required Qualifications** | * Applicants must be able to communicate effectively and professionally. * Attention to detail and knowledge of general lab procedures. * Must be enrolled in a high school, community college, or university. * Must be engaged in academic coursework and activities that are directed at obtaining a degree (as opposed to coursework taken for personal interest or enrichment). * Must meet Satisfactory Academic Standing Requirements. |
| **Preferred (Special) Qualifications** | * Demonstrable commencement to promoting and enhancing diversity. * Student in good academic standing. * Strong written and oral communication skills. * Desire to be involved in hands-on research. |
| **Working Conditions / Work Schedule** |  |

Posting Detail Information

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| **Posting Number** | P08983SE |
| **Number of Vacancies** | 50 |
| **Anticipated Appointment Begin Date** | 08/16/2022 |
| **Anticipated Appointment End Date** |  |
| **Posting Date** | 08/12/2022 |
| **Full Consideration Date** |  |
| **Closing Date** | 06/30/2023 |
| **Indicate how you intend to recruit for this search** | Competitive / Student - open to ALL qualified/eligible students |
| **Special Instructions to Applicants** | When applying you will be required to send the following electronic documents:   * A Resume * A Cover Letter   For additional information please contact: **Sherry Barrett** at **sherry.barrett@oregonstate.edu**  OSU commits to inclusive excellence by advancing equity and diversity in all that we do. We are an Affirmative Action/Equal Opportunity employer, and particularly encourage applications from members of historically underrepresented racial/ethnic groups, women, individuals with disabilities, veterans, LGBTQ community members, and others who demonstrate the ability to help us achieve our vision of a diverse and inclusive community.  OSU is committed to the health of our local and global community. All employees and students are required to comply with the university’s COVID-19 Vaccination Program. Please visit https://covid.oregonstate.edu/ for additional information about OSU’s plans for safety and success, as well as options for compliance with the vaccination program.  **Note: All job offers are contingent upon Human Resources final approval.** |

**Supplemental Questions**

Required fields are indicated with an asterisk (\*).

**Documents Needed to Apply**

**Required Documents**

1. Resume
2. Cover Letter

**Optional Documents**