

JOB TITLE	Student Assistant		
DEPARTMENT NAME	College of Education LIFE Center		
JOB LOCATION	1100 NE 45 th St, Suite 200		
CONTACT/SUPERVISOR	Susan Mosborg		
PHONE NUMBER	206-221-0586	(Complete 10-digit number)	
EMAIL ADDRESS	mosborg@u.washington.edu		
BOX NUMBER	354941		
EMPLOYMENT PERIOD	Summer Only <input type="checkbox"/> x]	Sum & Acad Year <input type="checkbox"/>]	Acad Year Only <input type="checkbox"/>]
HOURS PER WEEK	Sum: 40 hrs/wk <input type="checkbox"/>]	up to 19 hrs/wk <input type="checkbox"/> x]	Acad Yr: up to 19 hrs/wk <input type="checkbox"/>]
RATE OF PAY	\$8.55-\$10 per hour (Compliance with current UW Student Pay Schedule)		

Duties and Responsibilities:

The LIFE Center at the UW College of Education is seeking support for research project(s) on learning and school curriculum. Duties include entering paper-and-pencil survey data into Excel, transcribing interview audiofiles, filing, and related tasks.

Minimum Qualifications:

Should have familiarity with standard computer applications and strong typing skills. Must be work study eligible.

Educational Benefits:

Working with faculty, staff, and a diverse student population in an academic office setting will provide a broad base of both professional and personal experience. Experience in computer usage and learning administrative skills will build capacity for future professional endeavors.

OFFICE USE ONLY

Job Class Code: 0875 0872 Grad: 0881 0882 0883
 51% Comp. to Classified: Yes No
 State Federal
 Open Closed

JOB NUMBER:

11EDUC04

JOB CATEGORY:

RESEARCH