

<b>JOB TITLE</b>	Student Assistant in Language Lab
<b>DEPARTMENT NAME</b>	Language Learning Center
<b>JOB LOCATION</b>	Denny Hall Room 112
<b>CONTACT/SUPERVISOR</b>	Larry LeSage
<b>PHONE NUMBER</b>	206 543-8160
<b>EMAIL ADDRESS</b>	lesage@u.washington.edu
<b>BOX NUMBER</b>	353140
<b>EMPLOYMENT PERIOD</b>	Summer Only [ ] Sum & Acad Year [ x ] Acad Year Only [ ]
<b>HOURS PER WEEK</b>	Sum: 40 hrs/wk [ ] up to 19 hrs/wk [ x ] Acad Yr: up to 19 hrs/wk [x]
<b>RATE OF PAY</b>	\$8.55-\$11.00 (Compliance with current UW Student Pay Schedule)

**Duties and Responsibilities:**

Must be willing to assume responsibility for student services, particularly in the absence of staff members during evenings and weekends. Will be trained in the operation of electronic language lab and computers. Will help at service windows enabling students to listen to language resources as well as make duplications of materials. Will be responsible for securing lab at end of shift.

**Minimum Qualifications:**

Experience with audio/video equipment or computer labs is desirable. Must be able to learn new procedures and follow established guidelines attendant with this type of work. The ability to make independent decisions based on guidelines is necessary. Must have a proven record of promptness and reliability.

**Educational Benefits:**

This position provides an opportunity to work with audio, video, and computer technologies. The development of relevant work experience in a technological setting providing customer service is valuable.

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**OFFICE USE ONLY**

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

**JOB NUMBER:**

11LALC01

**JOB CATEGORY:**

ARTS/MEDIA