

Work Study Job Description

Job Title	Computer Lab Monitor 1
Department Name	School of Art
Job Location	Art Building Room 229
Pay Rate	\$10.00 - \$11.50
Employment Period	Summer, Academic Year
Hours Per Week	19 hrs/wk
Contact Supervisor	Mark Rector
Phone Number	206-616-6742
Email Address	mrector@u.washington.edu
Website	http://art.washington.edu/soacc
Box Number	353440

Nature of Organization

Staff provides support for two computing labs in the School of Art.

Duties and Responsibilities

Staff will provide front desk support role for the School of Art Computer Center (SoACC) and 3dDesign Lab. Staff will supervise the daily check-out of equipment for students including digital cameras and video cameras. Additional duties include maintaining paper and ink supplies in a large variety of printers, provide assistance with printing issues if needed, projector configuration, and help students familiarize themselves with the labs.

Minimum Qualifications

Staff should be comfortable working with a diverse array of students, be willing to take initiative in learning the functions of the computer labs and show attention to detail.

Basic familiarity with Macintosh computer systems would be helpful but not necessary. Knowledge of mainstream graphic design software such as the Adobe and Macromedia suites also would be helpful but time is available during work hours to become familiar with these and many other tools.

Educational Benefits

Ability to learn a large variety of software programs and an opportunity to work with a wide range of high-end peripheral devices not typically found elsewhere on campus. Large format plotters, slide and large-format film and flatbed scanners, digital cameras, digital video cameras, and DVD authoring are all available in the SoACC.

How to Apply

If interested in the position, please send email to mrector@uw.edu.

Job Number: ARTS13 | Job Class: 0875 | Category: Arts & Media | 51% Comp. To Classified: y | Program:
Federal