

California State University, Long Beach
College of Liberal Arts
Dean's Office
Graduate Assistant Position

Recruitment #: 22/23-GA-CLA-DATA FELLOWS
Position: Graduate Assistant Openings in CLA Dean's Office
Effective Date: Fall Semester: August 17, 2022 to December 23, 2023
Spring Semester: January 19, 2023 to May 19, 2023

Salary Range: Salary ranges as follows (per month per semester)

	(1st 2 semesters)	(2nd 2 semesters)	(3rd 2 semesters)
Monthly Full Time Base Rate	\$3406.00	\$3655.00	\$3902.00
Monthly Base Rate for 20 Hours per Week	\$1703.00	\$1827.50	\$1951.00
Monthly Base Rate for 10 Hours per Week	\$851.50	\$913.75	\$975.50

Minimum Qualifications:

- B.A. or B.S. degree
- Must be enrolled and in good standing with a CSULB graduate program.
- Ability to work with diverse populations and utilize strong communication skills
- Basic knowledge of SPSS software or SAS
- Strong attention to detail and ability to follow instructions
- Strong organizational and time management skills
- Team player with a positive attitude
- Effective and independent worker
- Ability to maintain confidentiality
- Demonstrated commitment to working successfully with a diverse student and faculty population

Preferred Qualifications:

- Experience with data cleaning and/or merging
- Data Visualization skills
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Required Documentation:

- Letter of application addressing qualifications and stating research and career interests
- Resume
- Printout of graduate enrollment including courses and units
- Applicants offered employment will be required to submit an SC- 1 application form provided by the department

The person holding this position is considered a "mandated reporter" under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 Revised July 21, 2017 as a condition of employment.

Employment Requirements: The person holding this position is considered a "mandated reporter" under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 Revised July 21, 2017 as a condition of employment.

Application Deadline: Reviews of applications will begin October 15, 2022. Required documentation, and/or requests for information/questions should be emailed with the subject line "CLA Data Fellows GA 2021" to:

Dr. Brett Mizelle, Chair
Brett.Mizelle@csulb.edu
Phone # 562/985-4424

CSULB is committed to creating a community in which a diverse population can learn, live, and work in an atmosphere of tolerance, civility and respect for the rights and sensibilities of each individual, without regard to race, color, national origin, ancestry, religious creed, sex, gender identification, sexual orientation, marital status, disability, medical condition, age, political affiliation, Vietnam era veteran status, or any other