

LIBRARY & IT

Request for New Student Assistant



Student Job Details		
Team and/or Unit:	Digitization – Audiovisual Unit	
Position Title:	Audiovisual Conservation Graduate Assistant (Video)	
Classification Level: 5	Hourly Rate: \$11.50	Available openings: 1
Hours per week: 15 (or more)		
Specific time periods required, if any: Monday – Friday 10:00 a.m.- 5:00 p.m.		
Work Schedule: Prefer student to work 2-hour to 5-hour shifts at a time.		
Responsibilities/Duties: Graduate Assistant will be learning and carrying out conservation treatments on video recordings of various ages and formats. Student will transfer analog formats to digital, evaluate condition of analog formats, and make repairs if necessary. Previous experience with audiovisual materials is preferred.		
Requirements: Attention to detail and ability to work independently. Must be able to visually and aurally evaluate quality of analog and digital recordings. Repair work may require manual dexterity and use of small tools.		
Interviewer Name:	Trey Bunn	
Contact Number and/or Email:	LITS-studentjobs@emory.edu	
Form Submitted by: Trey Bunn		
Date: 8/31/2017		