

November 7, 2007

Cal Poly Report

The Weekly Newsletter For University Employees

www.calpolynews.calpoly.edu

Employment

State: The official listing of staff and management vacancies is posted on www.calpolyjobs.org. To apply, go online and complete the application form. Applicants needing assistance may contact Human Resources at ext. 6-2236.

REVISED #101476-Outreach Programs Coordinator, Public Affairs/Communications Specialist I, Housing and Residential Life, Housing Administration, \$2,788-\$4,179/month. Open until filled. Review begins: Nov. 9.

#101485-On Call Ticket Office Personnel, Administrative Support Assistant I, Administration and Finance, Performing Arts Center, temporary intermittent position through June 30, 2008, \$11.64-\$17.47/hour. Closes: Nov. 12.

#101486-Administrative Coordinator, Administrative Support Coordinator I, College of Education, Teacher Education Division, \$2,714-\$4,071/month. Closes: Nov. 18.

#101491-Testing Coordinator, Administrative Support Coordinator II, Career Services, Testing, \$2,971-\$4,461/month. Closes: Nov. 16.

#101492-Administrative Support Assistant II, University Advancement, Special Gifts, \$2,421-\$3,632/month. Closes: Nov. 18.

#101493-Digital Repository Assistant, Library Assistant I/II, dependent upon experience and background, temporary through June 30, 2009. LA I level: \$2,614-\$3,921/month, LA II level: \$2,958-\$4,437/month. Closes: Dec. 2.

#101494-Administrative/Budget Analyst, Administrative Analyst/Specialist, Non-Exempt, Academic Affairs, Academic Personnel, \$3,137-\$5,019/month. Closes: Nov. 19.

Important information regarding bulk mailings from campus

To qualify for Nonprofit Standard Mail rates, the return address of all bulk mailings must include the university's complete authorized nonprofit name, which is California Polytechnic State University. Cal Poly is not an acceptable abbreviation. For more information, contact Kay Baker, United States Postal Service, at 961-0748 or kay.b.baker@usps.gov.

Informational meeting for business plan competition tonight

The Students In Free Enterprise club will host an information night for the Fifth Annual Ray Scherr Business Plan Competition on **Wednesday, Nov. 7, at 8 p.m.** in the Sandwich Factory. The competition is open to students, faculty, staff and community members. Prizes for the winning business plans include \$4,000 for Cal Poly entrants and \$3,000 for San Luis Obispo community entrants.

Coffee and Careers series to focus on diversity topics Thursday

Students, faculty and staff are invited to the Coffee and Careers discussion on **Thursday, Nov. 8, 11 a.m. to noon** in the Multicultural Center. This week's topic will highlight diversity issues in the workplace and offer tips on "How to Communicate Effectively."

Provost's seminar on sustainability and technology Thursday

Anthony Cortese, president of Second Nature, is the guest speaker for the Provost's Seminar Series on Civic Engagement: Partnership for a Better Tomorrow set for **Thursday, Nov. 8, 11 a.m. to noon** in the Business Rotunda, Room 213. Cortese's talk is titled "Sustainability: Can Technology Save Us?"

Alumnus Apple exec to make presentation on campus Friday

The Orfalea College of Business Council Professional Development Speaker Series presents Cal Poly alumnus Peter Oppenheimer, senior vice president and chief financial officer of Apple. Oppenheimer will speak **Friday, Nov. 9, at 11:10 a.m.** in the Business Building.

Inventor of Quickie wheelchair to speak on campus Friday

Best known for inventing the Quickie wheelchair, Cal Poly Honored Alum Marilyn Hamilton will offer a free, public presentation on **Friday, Nov. 9, 1 to 2:30 p.m.** in University Union, Room 220. Entrepreneur, inventor and athlete, Hamilton turned a personal crisis into an opportunity that changed the lives of the disabled and revolutionized an industry.

Faculty: Candidates are asked to visit our online employment Web site at www.calpolyjobs.org to complete an application and apply for any of the positions shown below. Submit all requested application materials as attachments to the online application, unless otherwise specified.

#101463-Tenure Track Position, Health Education, Kinesiology Department, College of Science and Mathematics, ext. 6-2545. Review begins: Dec 9.

#101450-Tenure Track Position, Multimedia/Visual Communication, Journalism Department, College of Liberal Arts, ext. 6-2508. Closes: Jan 7.

Cal Poly Report is published every Wednesday. E-mail submissions to polynews@calpoly.edu by 4 p.m. on the Friday before publication.