Job Openings for Indiana University Bloomington for Friday, September 07, 2018

This Bulletin is a summary of current job openings. For full job descriptions, application deadlines, how to create an account, and apply, go to Indiana University’s Online Application System (PeopleAdmin) at https://iujobs.peopleadmin.com. Job openings are updated continually in PeopleAdmin and are open at least one week.

Jobs listed on this bulletin may not reflect current job openings. For a complete, up-to-date listing please go to https://iujobs.peopleadmin.com.

Jobs at IU
Online Application (PeopleAdmin)

To apply for jobs you must have an account in PeopleAdmin and be logged in. Use the menu bar on the left hand side of the PeopleAdmin page to navigate.

Our employees are among the university’s most valued resources. If you haven’t already, you’ll want to visit the Benefits page (http://hr.iu.edu/employment/benefits.html) to learn about the excellent benefits of working for IU, including health care, retirement plans, and tuition assistance.

Salary information for most positions is available on the Salary page (http://hr.iu.edu/salary/index.htm). Click “Position-specific Information” and select the type of position for which you are applying.

Indiana University is an equal employment and affirmative action employer and a provider of ADA services. All qualified applicants will receive consideration for employment without regard to age, ethnicity, color, race, religion, sex, sexual orientation or identity, marital status, national origin, disability status or protected veteran status. Indiana University does not discriminate on the basis of sex in its educational programs and activities, including employment and admission, as required by Title IX. Questions or complaints regarding Title IX may be referred to the U.S. Department of Education Office for Civil Rights or the university Title IX Coordinator. See Indiana University’s Notice of Non-Discrimination here which includes contact information.

The Annual Security Reports, containing policy statements and crime statistics for Indiana University campuses, are available through Public Safety and the IU Police Department web sites at protect.iu.edu/police-safety/annual-reports/index.html. A paper copy will be provided upon request from Public Safety at iups@iu.edu.

Good luck in your search for employment with Indiana University.
## Administrative/Office Support/Clerical

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<thead>
<tr>
<th>Code</th>
<th>Position</th>
<th>Department/Location</th>
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<tbody>
<tr>
<td>08908P</td>
<td>Music Facilities and Inventory Assistant</td>
<td>JACOBS SCHOOL OF MUSIC (BL-MUS-IUBLA)</td>
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<td>SS0D</td>
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<tr>
<td>08988P</td>
<td>Team Lead</td>
<td>OPTOMETRY (BL-OPT-IUBLA)</td>
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<tr>
<td>09008P</td>
<td>Accounting &amp; Financial Support Specialist</td>
<td>KELLEY SCHOOL OF BUSINESS (BL-BUS-IUBLA)</td>
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<td>09091P</td>
<td>Process Flow Coordinator, Office of Undergraduate Admissions Operations</td>
<td>ADMISSIONS OPERATIONS (BL-OPER-IUBLA)</td>
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<td>09103P</td>
<td>Shipping and Records Processor</td>
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<td>09167P</td>
<td>Institutional Purchasing Representative</td>
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<td>09169P</td>
<td>Office Services Assistant</td>
<td>INTERNATIONAL AFFAIRS (UA-INTP-IUBLA)</td>
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<td>09178P</td>
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<td>09246P</td>
<td>Purchasing/Travel Representative</td>
<td>EARTH AND ATMOSPHERIC SCIENCES (BL-GEOL-IUBLA)</td>
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<td>09252P</td>
<td>Purchasing Representative</td>
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<td>09257P</td>
<td>Alumni Communities Department Coordinator</td>
<td>ALUMNI RELATIONS (UA-ALUM-IUBLA)</td>
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<tr>
<td>09262P</td>
<td>Office Manager/Accounting Associate</td>
<td>ADMISSIONS ORG (BL-ADMS-IUBLA)</td>
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<td>09270P</td>
<td>Administrative Secretary/KLLC Coordinator</td>
<td>KELLEY SCHOOL OF BUSINESS (BL-BUS-IUBLA)</td>
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## Administrative/Professional

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<tr>
<td>07876P</td>
<td>Auxiliary Accounting Consultant</td>
<td>FMS ADMINISTRATION (UA-FMOP-IUBLA)</td>
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<td>PAE3AD</td>
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</table>
08935P  Associate Vice Provost for Student Affairs
PAE6SA   DIVISION OF STUDENT AFFAIRS (BL-SSER-IUBLA)

09012P  Associate Vice President
PAEXX    FMS ADMINISTRATION (UA-FMOP-IUBLA)

09109P  Reviews Editor
PAE3PR   AMERICAN HISTORICAL REVIEW (BL-AHRV-IUBLA)

09194P  Business Manager/Financial Analyst
PAO2AD   ENROLLMENT MANAGEMENT (BL-OES-IUBLA)

09219P  Senior Conference Manager
PAE3PR   UNIVERSITY EVENTS AND CONFERENCE (UA-UECO-IUBLA)

09227P  Department Manager, Administrative Services & Programs
PAO3AD   DEPT FOLKLORE/ETHNOMUSICOLOGY (BL-FOLK-IUBLA)

09228P  Assistant to the Chair
SS0F     HISTORY (BL-HIST-IUBLA)

09230P  Human Resources Director
PAE5AD   VICE PRES INFORMATION TECHNOLOGY (UA-VPIT-IUBLA)

09242P  Director of Special Projects and Executive Assistant to the Dean
PAE2AD   SCHOOL OF PUBLIC HEALTH-IUB (BL-HPER-IUBLA)

09272P  Lifelong Learning Operations Manager
PAO2AD   ALUMNI RELATIONS (UA-ALUM-IUBLA)

Broadcast/Radio/TV

09172P  Chief Videographer/Editor/Associate Producer
PAE2PR   RADIO-TELEVISION SERVICES (BL-RTVS-IUBLA)

Business/Finance/Accounting/Grants

08901P  CNS Center Assistant
SS0F     INTELLIGENT SYSTEMS ENGINEERING (BL-ISE-IUBLA)

09120P  Grant and Contract Specialist
PAO2AD   OVPR ADMINISTRATION (BL-RUAD-IUBLA)
Development/Fundraising

08557P   Director of Development
PAE3DV   AUDITORIUM (BA-AUTM-IUBLA)

Facilities/Maintenance

09065P   Custodian
SM51     FACILITY OPERATIONS-IUB (BL-PHYP-IUBLA)

09154P   Custodial Area Team Leader - IMU
SM51     INDIANA MEMORIAL UNION (BA-IMAU-IUBLA)

09205P   Night Custodian, IU Athletics
SM51     ATHLETICS (BA-ATHL-IUBLA)

Facilities/Managerial/Professional

08940P   Assistant Architect
PAE4FC   CAPITAL PLANNING (UA-UART-IUBLA)

Food Service

08614P   Porter, IMU, IU Dining
SM51     RESIDENTIAL PROGRAMS & SERV (BA-RPAS-IUBLA)

09197P   Kitchen Team Leader
SM52     ATHLETICS (BA-ATHL-IUBLA)

09198P   Food Service Attendant
SM51     ATHLETICS (BA-ATHL-IUBLA)

09261P   Lead Catering Assistant
SM51     ATHLETICS (BA-ATHL-IUBLA)

Health Care/Technician

09074P   Simulations Center Operations Specialist
SS0H     NURSING (BL-NURS-IUBLA)

Human Resources

08758P   Specialist, Talent Acquisition
PAE2AD   UNIVERSITY HUMAN RESOURCE SERV (UA-HUMM-IUBLA)
Compensation Analyst/Specialist
UNIVERSITY HUMAN RESOURCE SERV (UA-HUMM-IUBLA)

IT/Development/Design

Science Gateway Research Consultant
VICE PRES INFORMATION TECHNGLY (UA-VPIT-IUBLA)

Principal Security Analyst
VICE PRES INFORMATION TECHNGLY (UA-VPIT-IUBLA)

Senior Analyst/Developer
KELLEY SCHOOL OF BUSINESS (BL-BUS-IUBLA)

Systems Analyst/Programmer
INTERNATIONAL AFFAIRS (UA-INTP-IUBLA)

IT/Managerial

Director, Enterprise Business Systems
VICE PRES INFORMATION TECHNGLY (UA-VPIT-IUBLA)

IT/System Maintenance/Support

IT Project Manager
LIBRARIES (BL-LIBR-IUBLA)

Data Analyst, HR Decision Support
UNIVERSITY HUMAN RESOURCE SERV (UA-HUMM-IUBLA)

Media Relations/Marketing/Communications

Director, Marketing Research and Analytics
VP FOR ENGAGEMENT (UA-ENGA-IUBLA)

Assistant Director of Alumni Programs
ALUMNI RELATIONS (UA-ALUM-IUBLA)

Public Safety/Environmental, Health, and Safety

Export Control Specialist, Office of Research Compliance
RESEARCH COMPLIANCE (UA-RCIN-IUBLA)
Student Affairs/Academic Services

07812P  Associate Director of Employer Development and Recruitment  
PAA5SA  KELLEY SCHOOL OF BUSINESS (BL-BUS-IUBLA)

07953P  Assistant Director - Fraternity & Sorority Life  
PAA5SA  STUDENT LIFE AND LEARNING (BL-SACT-IUBLA)

08411P  Associate Dean of Students, Student Life & Learning  
PAA5SA  STUDENT LIFE AND LEARNING (BL-SACT-IUBLA)

08423P  Associate Director of Admissions and Financial Aid  
PAA5SA  JACOBS SCHOOL OF MUSIC (BL-MUS-IUBLA)

08580P  Assistant Director – Fraternity & Sorority Life  
PAA5SA  STUDENT LIFE AND LEARNING (BL-SACT-IUBLA)

08753P  Associate Director, Student Recruitment  
PAA5SA  KELLEY SCHOOL OF BUSINESS (BL-BUS-IUBLA)

09069P  Associate Director, Student Organizations and Community Engagement  
PAA4SA  STUDENT LIFE AND LEARNING (BL-SACT-IUBLA)

09132P  Records Processing Coordinator  
SS0E  UNDERGRADUATE EDUCATION (BL-VPUE-IUBLA)

09166P  Director of Career Services  
PAA5SA  MAURER SCHOOL OF LAW (BL-LAWS-IUBLA)

09216P  Record Services Representative  
SS0F  STUDENT CENTRAL (BL-SCTR-IUBLA)

09222P  Career Coach  
PAA5SA  ARTS & SCIENCES; DEAN (BL-ARSD-IUBLA)

Other/Professional/Managerial

09099P  Study Director  
PAA3RS  CENTER FOR SURVEY RESEARCH (BL-SURV-IUBLA)