

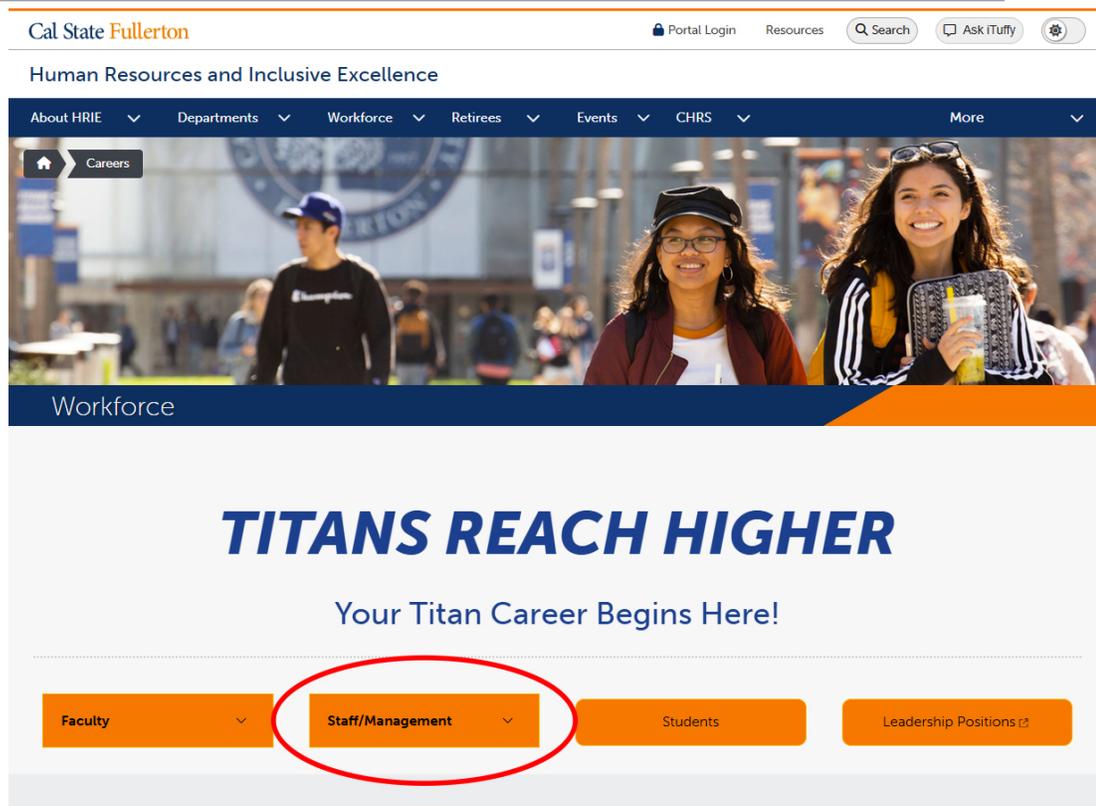
Welcome

Cal State Fullerton invites you to explore positions for a career. Human Resources and Inclusive Excellence is pleased to provide job seekers with an automated recruitment system of our current job openings. Our career opportunities are updated every Thursday. Job seekers can search the database by specific criteria and submit resumes online. hr.fullerton.edu/careers

To begin searching, go to the following URL

Visit hr.fullerton.edu/careers

Click on Staff/Management button



Once you have clicked on Staff/Management, you will open a dropdown featuring two buttons.

Click on Staff and Management to view our complete job posting.

Click on Emergency Hire to apply to any short-term temporary positions.

Emergency Hire Jobs

Apply here to be considered for positions that are short-term.

Click on the Temporary Pool link if you are interested in any available temporary work.

493766 - Administrative Support Assistant II	Fullerton	29 Aug 2019
Temporary Pool	Fullerton	30 Jun 2020

Powered by PageUp

This site is maintained by Human Resources, Diversity and Inclusion. To report problems or comments with this site, please contact afitsupport@fullerton.edu.

Staff and Management Positions

Here is a listing of all available positions on campus.

Click on any position you are interested in to view the job announcement and qualifications of the position.

Once you have selected the position you are interested in and reviewed the posting, you may proceed to apply.

Click on Apply now button

As a new applicant, you will be prompted to create an account.

Job Alerts

Applicant Login

Position Search And Filters

Position Search

Work Type

Instructional Faculty - Temporary/Lecturer (0)

Instructional Faculty - Tenured/Tenure-Track (0)

Management (MPP) (2)

Staff (16)

Locations

Southern California

Fullerton (18)

Categories

Appointment Type

At-Will (7)

Send me jobs like these

Search results

Position
494560 - Engineering and Computer Science College Career Specialist (Student Services Professional III)
<p>To prepare Titans for their future career success by utilizing Career Success Center res action.</p>
494592 - Custodian (Short-term Temporary Hourly Pool) Temporary assignments are typically 60 days or less and carry no benefits.
<p>Capital Programs and Facilities Management is committed to planning, developing, and learning and working environment for the campus community. Capital Programs and Fa resources and assets and is responsible for the development of the University's facilitie project development, construction, as well as facilities operations and maintenance inc trade services, mechanical and electrical, and recycling services. We are seeking an exc</p>
494591 - Groundswoker (Short-term Temporary Hourly Pool) Temporary assignments are typically 60 days or less
<p>The Capital Programs and Facilities Management Department is committed to planning high-quality learning and working environment for the campus community. We are seek Groundswoker.</p>

Careers
Human Resources, Diversity and Inclusion

Position Search And Filters

Position Search

Work Type

Staff (1)

Locations

Southern California

Fullerton (1)

Categories

Appointment Type

Probationary (1)

Bargaining Unit

Unit 7 - CSUEU - Clerical and Administrative Support Services (1)

Time Basis

Full Time (1)

Job Alerts

Applicant Login

493821 - Administrative Support Assistant II

Job no: 493821
Work type: Staff
Location: Fullerton
Categories: Unit 7 - CSUEU - Clerical and Administrative Support Services, Probationary, Full Time

Job Title	Administrative Support Assistant II
Classification	Administrative Support Assistant II
AutoReqId	493821
Department	HSS-Liberal Studies
Sub-Division	Humanities and Social Sciences

Apply now

If you are a returning applicant, please log in to your account.

Other actions in your account (See Candidate Portal on next page).

- Check the status of applications
- Update incomplete applications
- Check the status of posting

Careers | Human Resources, Diversity and Inclusion

Job Alerts **Applicant Login**

493821 - Administrative Support Assistant II

Job no: 493821
Work type: Staff
Location: Fullerton
Categories: Unit 7 - CSUEU - Clerical and Administrative Support Services, Probationary, Full Time

Apply now

Job Title	Administrative Support Assistant II
Classification	Administrative Support Assistant II
AutoReqId	493821
Department	HSS-Liberal Studies
Sub-Division	Humanities and Social Sciences

Application

Sign up or log in to begin your application.

Begin application

E-mail address:

By continuing, you agree that you have read our [Privacy Statement](#)

Next

Existing applicants:
If you have previously applied for a position with us, please use the same e-mail address as your previous application.
This will assist us in processing your application as quickly as possible. You can update your e-mail address upon starting your application.

Complete the application by answering all necessary questions and required fields, and attach any related documents (resume, cover letter, diversity statement, etc.)

Once you have attached a Resume to an application, the system will save your documents in your profile. Mandatory fields are marked with an asterisk (*).

Personal details ≡

First name:*

Middle name:

Last name:*

Preferred name:

E-mail address:*

Home address:*

City:*

Country:*

State / Territory:*



Upload Document

Documents can easily be uploaded into your account through:

- Your file
- Dropbox
- Google Drive
- Resume, CV, or any other required documents here.

Document Uploads

To upload a file:

1. Click 'Browse...' and select the file from your computer.
2. Click 'Upload', this may take a few minutes depending on the speed of your internet connection. To delete a file that you have uploaded, click 'Delete'.

Please attach your **cover letter**

Upload file **Dropbox**
Google Drive

Please attach your **curriculum vitae (cv) or resume**

Most recent resume
last updated: 19 Jul 2019

- or -

Upload file **Dropbox**
Google Drive

Please upload any supporting documents if required for this position.

Diversity statement

Upload file **Dropbox**
Google Drive

Other supporting document

Upload file **Dropbox**
Google Drive

Continue **Save and exit**

3 Fullerton.

Candidate Portal

Update your profile and/or resume.

Home **Update profile** **Update resumé** **Account**

View the status of the position(s) you applied for or revisit any incomplete applications.

Incomplete applications

▶ Payroll Technician II (493416)

Fullerton

Applications close 26 Sep 2019 at 9:00pm Pacific Standard Time.

Complete application

Withdraw

Submitted applications

Please note that offer documents can be retrieved from within the "view application" link of the job.

▶ Human Resources Assistant (Admin Support Assistant II) (493599)

Fullerton

Application submitted 19 Jul 2019 at 8:33am PST.

Current status: Congratulations

View application

Update references

▶ Temporary Pool (493026)

Fullerton

Application submitted 2 Apr 2019 at 3:00pm PST.

Current status: Application Received

View application

Update references

Withdraw

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