

**Department of Computer Science**

Undergraduate Positions

For consideration, you **MUST** attach a current resume, unofficial BSU transcripts and 1 letter of recommendation and submit the materials to the Department of Computer Science, Suite 207. Please remember that opportunities are limited and submission of this application does not guarantee a student will receive a position. If you are interested in doing research under a faculty grant, it would be a good idea to speak to participating faculty members in person.

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

## Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_SS# and ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Telephone No. (s):** Home: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**E-Mail Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Education Level:** [ ] FR [ ] SO [ ] JR [ ] SR

**Major:** [ ] Computer Science [ ] Mathematics/Engineering [ ] Natural Science [ ] OTHER\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please check one: \***Tutor**/**Lab Technical Assistant [\_\_] Office Assistant & Tutor [\_\_]

Grant Supported Research Assistant [\_\_] Sys. Admin. Support [\_\_]

**Semester:** Fall \_\_\_\_\_\_\_\_\_\_ Spring \_\_\_\_\_\_\_\_\_\_ Summer\_\_\_\_\_\_\_\_\_\_

**The University is required by Federal regulatory agencies to provide admissions and enrollment data by race, sex, and ethnic categories. This data is not used to determine eligibility for participation.**

**Gender:**  [ ] Male [ ] Female

**Ethnicity:** [ ] Native American [ ] Black, not Hispanic [ ] Asian or Pacific Islander [ ] Hispanic

[ ] White, not Hispanic [ ] Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**.** Computer Science Building – Suite 207 **.** 14000 Jericho Park Road **.** Bowie, MD 20715



Qualifications

Thank you for your interest in the opportunities sponsored by the Department of Computer Science. Applicants must meet the criteria below for the position(s) for which they are applying. Incomplete applications will not be accepted. If you have any questions, contact the department at 301/860-3960 or by email at [mrodriguez@bowiestate.edu](mailto:mrodriguez@bowiestate.edu).

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| --- | --- |
| **Lab Technical Assistant/Tutor** (When applying for Tutor/other position, you must meet the qualifications of the Tutor.)   * Cumulative GPA of at least 2.75 on a 4.0 scale * Completed, if required, all developmental classes * Majoring in BIOL, COSC, MATH or MATH/ENGR * Completed at least 12 college credits * Ability to commit to at least 10 hours per week | **Research Assistant**   * Cumulative GPA of at least 3.0 on a 4.0 scale * Completed Math 141 or 150 * Majoring in BIOL, COSC, MATH or MATH/ENGR * At least 25 college credits or sophomore status * Ability to commit to at least 10 hours per week |
| **\*Tutor**   * Cumulative GPA of at least 2.75 on a 4.0 scale. * “B” grade in course(s) to be tutored * Completed Math 141 or 150 * Majoring in BIOL, COSC, MATH or MATH/ENGR * Completed at least 12 college credits * Ability to commit to at least 10 hours per week   **Sys. Admin. Support**   * Working knowledge of active directory * Working knowledge of windows server 2008/2012 * Experience troubleshooting basic desktop issues * At least 25 college credits or sophomore status * Majoring in COSC, CTEC * Ability to commit to at least 20 hours per week * Past tutoring experience helpful | **Office Assistant & Tutor** (When applying for Tutor/other position, you must meet the qualifications of the Tutor.)   * Cumulative GPA of at least 2.75 on a 4.0 scale * Completed, if required, all developmental classes * Majoring in BIOL, COSC, MATH or MATH/ENGR * Completed at least 12 college credits * Ability to commit to at least 20 hours per week |

**Advantages**

* Gaining work experience prior to graduation
* Opportunity to participate in grant funded research
* Working in a state-of-the-art environment

**Responsibilities**

* Student workers must demonstrate proper work behavior including: arriving on time, proper time keeping and reporting, completion of assigned tasks, and ability to work independently.

**Duration**

* The terms of employment are in effect for one semester only, or the duration of the contract.