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• BOURBON MEDICAL CENTER - BOURBON  
• EARL K. LONG MEDICAL CENTER - BATON ROUGE  
• LALLIE KEMP REGIONAL MEDICAL CENTER - INDEPENDENCE  
• LEONARD J. CHABERT MEDICAL CENTER - HOUMA  
• INTERIM LSU PUBLIC HOSPITAL - NEW ORLEANS  
• UNIVERSITY MEDICAL CENTER - LAFAYETTE  
• W.O. MOSS REGIONAL MEDICAL CENTER - LAKE CHARLES

## VACANCY ANNOUNCEMENT

**Effective:** 08/03/11

**POSITION:** Student Workers

**SALARY RANGE:** \$7.25 - \$11.40, depending on classification (Freshman, Sophomore, Jr., Sr.)

**LOCATION:** LSU – Health Care Services Division - HQ; Baton Rouge, LA.

### ABOUT OUR AGENCY:

The LSU – Health Care Services Division is comprised of the Headquarters office and 8 medical centers throughout the State of Louisiana. Providing quality medical care to residents of Louisiana, regardless of income or insurance coverage.

### DUTIES/RESPONSIBILITIES:

Typing, filing, copying, scanning documents, answering telephones, data entry, running errands and other duties as assigned/needed.

### QUALIFICATION REQUIREMENTS:

#### REQUIRED:

Full time student at an accredited Louisiana College or State Vocational Technical School.

17 years of age or older

Current driver's license may be required for jobs involving driving and/or messenger duties.

#### PREFERRED:

Available during the summer and most school breaks.

### HOW TO APPLY:

Interested and qualified students may obtain Student Applications from the HCSD Human Resources office at Kirby Smith Hall 11th Floor, download an application at <http://www.civilservice.la.gov/Forms/studentapplication.doc> or may call (225) 922-0753 to request one. Applications must be returned to HCSD Human Resources and must be completed by the Registrar's Office.

Physical Address: LSU – HCSD Human Resources is located in the Kirby Smith Hall on LSU Campus-11th Floor.

Mailing Address: LSU – Health Care Services Division, Human Resources, P. O. Box 91308, Baton Rouge, LA 70821.

An Equal Opportunity Employer.