

2018-2019 Opening Positions

Safety Services

Safety Shuttle Driver

Position: Provide courteous, safe transportation for UB students/staff/faculty around the University at Buffalo South Campus area. Drivers will work with one other person throughout the entirety of their shift to procure passenger information and destination. This position requires teamwork, customer service skills, and a safe driving record. Applicants must be able to comfortably operate larger vehicles and adhere to all traffic laws. The job operates Mondays through Sundays in two shifts 6pm-10pm & 10pm-2am.

Qualifications: Applicants must possess a valid American Driver's License and be currently enrolled in either an undergraduate or post graduate program. Must possess competent communication skills as well as a positive team-oriented attitude. Punctuality as well as adherence to vehicular traffic laws and company policy standards are a top priority.

EVENTS AND GAMING

Director:

The main goal of SBI Events and Gaming is to assist with the planning and coordination of various large scale corporate programs (such as Take Back the Night, The Vagina Monologues, Corporate Awareness Day, etc.) and gaming events., we specialize in League of Legends and Hearthstone but are looking to expand our games to include many others. In order to work towards these goals, SBI Gaming hosts at least one or two events each month (not including December, January, and May), whether it be a LAN party, tournament, or even a casual board game night.

Qualifications: Some knowledge of event planning with an interest in e-games. Experience with good communication skills and the ability to manage multiple tasks simultaneously. The ideal candidate should be highly self-motivated.

INFORMATION TECHNOLOGY

Information Systems administers SBI technological resources. Our areas of responsibility include Windows system administration, application development, Web site maintenance and user training. Our staff is comprised of a professional manager and two students.

IT Assistants:

Position: Assists in management of SBI technology, focusing primarily on Windows system administration, PC maintenance, creating documentation, on-call support, network and software/hardware troubleshooting, and user training. Additionally, position is required to perform routine website/web server maintenance, on-call support, among other duties. This is a 15-hour per week position.

Qualifications: Advanced knowledge of Windows and Microsoft Office; PC hardware; Scripting ability or Mac/Unix experience is a plus.