Salary Range: $20.00 - $134.00/hourly

Work Schedule: This is an on-call pool position; hours to be determined; Non-exempt position. This position is not eligible for benefits.

Essential Functions: Under the supervision of the Technical Director, the incumbent will assist with installations, de-installations and general physical operations of the Luckman Gallery. The incumbent’s duties include: unpacking, handing, installing, crating and wrapping of artwork; using safe handling techniques assuring the safe receipt, installation and shipping of artwork; maintaining and augmenting the Gallery exhibition areas by doing carpentry, spackling and painting as well as assisting in the design and planning of gallery exhibitions; and assessing and noting the condition of artwork upon receipt and prior to return.

Requirements: The incumbent must have two years of experience in handling and installing artwork at a professional gallery or museum. The incumbent must have a professional demeanor, the ability to handle the physical requirements of the work and be good at following directions. The incumbent must be able to work methodically, and effectively with others as well as occasionally receiving and carrying artwork; use machines, tools, and equipment to complete projects. Examples of include but are not limited to: electrical drill, scissor lift, table saw, ladder, hand tools. May need to replace lighting fixtures. Use of personal vehicle may be required. The incumbent must also demonstrate an interest and or ability in working in a multicultural/multiethnic environment. Fingerprinting will be taken and checked by the California Department of Justice and the FBI. The incumbent may be responsible for the fingerprinting processing fee. A completed UAS employment application is required.

Desired Qualifications: Master of Fine Arts degree or Master of Arts degree.

Review of applications/resumes will begin October 27, 2019 and will continue until April 1, 2020. You may apply to: uashr@cslanet.calstatela.edu or mail to: Cal State LA University Auxiliary Services Inc., 5151 State University Drive, GE 310, Los Angeles, CA 90032-8534

UAS hires only those individuals lawfully authorized to work in the United States. Americans with Disabilities (ADA) requested accommodations should be made in advance to the UAS Human Resources Department. UAS is an Affirmative Action/Equal Opportunity Employer.

http://www.calstatela.edu/sites/default/files/groups/University%20Auxiliary%20Services%2C%20Inc./HRM/employment_application.pdf