

# UNB STUDENT UNION

Students Serving Students

## JOBS

### PART - TIME EMPLOYMENT OPPORTUNITY

POSITION: RECEPTIONIST  
 EMPLOYER: UNB STUDENT UNION  
 LOCATION: STUDENT UNION BUILDING, ROOM 126  
 TENTATIVE EMPLOYMENT DATE: OCTOBER 3, 1994  
 CLOSING DATE OF COMPETITION: SEPTEMBER 28, 1994  
 SALARY: \$5.75 PER HOUR  
 HOURS: 2 - 4 on work days

### FUNCTION

The successful candidate will be working in a fast paced and exciting working environment. S/he will be the first line of communication between the Student Union and the student body.

### RESPONSIBILITIES INCLUDE

- Answering phones and taking messages or linking to an extension.
- Assisting the various clubs and societies with their purchase orders.
- Photocopying of mail outs and other materials.
- Assist with faxes and other communications.

### REQUIREMENTS

- A full-time undergraduate student of UNB.
- Able to work at least two afternoons per week.
- Willing to commit to a schedule and be dependable.
- Friendly and good dealing with people.
- Interested in serving students.
- Efficient and organized.

### APPLICATIONS

Please apply in person at the Student Union Main Office in Room 126 of the SUB. Ask to speak to Paul or Luc or leave a resume to their attention.

POSITION: Student Publications Editor  
 EMPLOYER: UNB Student Union UNB Student Union  
 LOCATION: UNB-Fredericton  
 SALARY: \$6.50 / hour  
 HOURS: approximately 10 hours per week  
 CLOSING DATE OF COMPETITION September 28, 1994  
 TENTATIVE EMPLOYMENT DATE October 3, 1994

### RESPONSIBILITIES

Production of the *Student Directory*, the book of student telephone numbers. Information must be obtained from the Registrar and compiled in a "telephone book" format. Production of campaign and promotional materials of the Student Union and its clubs and societies. This may include but is not limited to: manuals, leaflets and flyers. Commence acquisition of content for *The Beaverbook*, in conjunction with the editor of *The Guide*, begin production as necessary.

### REQUIREMENTS

A member of the UNB Student Union. Highly motivated and creative with layout and design. Technical and hands-on experience with Macintosh computers and desktop publishing programs are essential. Ability to work well with budgetary constraints and deadlines.

### RESTRICTIONS

Due to time constraints and potential conflicts of interest, this position is not open to any of the following:

- all editors and assistant editors of *The Brunswickan*
- the editors of *The Yearbook*
- all members of the UNBSU executive committee
- all members of the executives of recognised Clubs and Societies
- the executives of CFS-NB / NBSA

### Applications

Interested applicants should submit a resume containing three (3) references and a 500 word essay demonstrating knowledge and interest in the project. These are to be submitted to the UNB Student Union office, c/o Room 126, Student Union Building, The University of New Brunswick, P.O. Box 4400, Fredericton, NB, E3B 5A3.

POSITION: Bartenders (2) for the Soft Rock Cafe  
 EMPLOYER: UNB Student Union (Team Smartt Pacc)  
 LOCATION: UNB-Fredericton  
 SALARY: \$5.25/ hour  
 HOURS: approximately 7 hours per week  
 CLOSING DATE OF COMPETITION September 28, 1994

### REQUIREMENTS

- Must be a full time undergraduate UNB student
- Must be a highly motivated, independant, outgoing worker
- Must be bondable
- Bartending experience an asset

### APPLICATIONS

Applications should submit a résumé containing three references and a mocktail recipe to

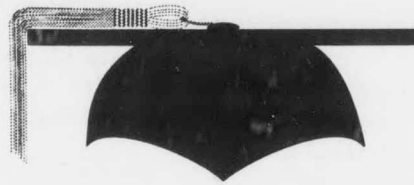
Lisa Lane, Co-ordinator  
 Team Smartt Pacc  
 Room 117 SUB

For more information please call 453-4955

## CLASS OF '95 GRADS

1<sup>st</sup> General Meeting  
 Sunday, Oct. 2, 1994  
 MacLaggan Hall Auditorium 7:00P.M.

- Class Project will be voted on
- Special Guest Speakers
- Opportunity to get involved



If you have ideas for a class of '95 project please submit them to the Grad Class Office

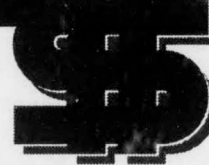
(Room 117 in the SUB)  
 - Deadline for ideas is Sept 28, 1994

See ya there!!!

## Help Wanted

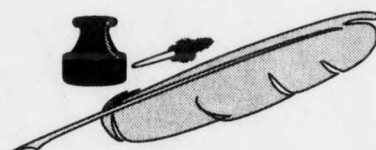
Poll Workers: Oct 12 & 13, 9:00A.M. - 7:00P.M.  
 Ballot Counters: Oct 13, 7:30P.M. - Done

Please drop off a letter with your student number and the times you are available to work to Graeme Smith (Chief Returning Officer) or Marlene Brewer (student Union Secretary) at the Student Union Office (Room 126 SUB) by 4:30P.M., September 30, 1994.



## Notice of Motion

The UNB Student Union Council will be adopting a new constitution at 6:30P.M., Wednesday September 28, 1994. Interested or concerned students are welcome to attend.  
 Copies are available in Room 126 of the SUB



## Yearbook

The Grad Class Executive is looking for people to help out with the UNB Yearbook "Up The Hill".

If you're interested in helping out, either for a few hours a week or if you would like to take on more responsibilities, please contact Dave, Brook, Erica or Mike at 453-4622.

Or you can drop by the office in Room 117 of the SUB.

## Shinerama Director

Applications for Shinerama Director are now being accepted. If you are willing to commit your time and energy to a valuable cause, please apply with a letter by Friday, Sept 30<sup>th</sup>, Room 117, SUB.

**Wanted: One Full-time undergraduate over the age of 19 to sit on The Cellar's Board of Directors. Apply to Pat FitzPatrick, Room 126 SUB**