

Employment

State Employment Opportunities

For official vacancies list and to apply, visit www.calpolyjobs.org. For help, call Human Resources at ext. 6-2236.

Staff Employment Opportunities

*****THIS INTERNAL RECRUITMENT IS OPEN TO CAL POLY EMPLOYEES ONLY (State, Corporation, and ASI)*** #104279 - Event Operations Assistant (Athletic Equipment Attendant I), Athletics - Event Operations.**

Temporary, part-time. \$13.82-\$22.42 per hour. Anticipated hiring range: \$13.82-\$15.01 per hour. Close date Friday, Dec. 16.

ASI Employment Opportunities

For more information, visit the ASI Business Office in UU 212 or call ext. 6-5800.

Assistant Coordinator -

Communications (Two-Year, Temporary) Hourly rate: \$20.18. Position open until filled; review of applications begins Jan. 5. Anticipated start date Feb. 1.

Retirements

A farewell dessert reception for **Lois Kelly**, who is retiring as director of Financial Aid and Scholarships, is from 2 to 4 p.m. Friday, Dec. 9, in the Administration Building Lobby (No. 1).

An open house retirement reception for **Patty Greig** of ASI Children's Programs will be held 2 to 5 p.m. Monday, Dec. 12, at the Orfaea Family and ASI Children's Center (No. 133).

UPD One of Two Universities Honored for Alcohol Enforcement, Prevention

University Police has received the California Alcoholic Beverage Control (ABC) Outstanding Performance Award for the department's outstanding work addressing alcohol-related crime on and around campus through the ABC Grant Assistance Program (GAP). Funding is used to reduce the sales of alcoholic beverages to minors and obviously intoxicated buyers as well as illegal solicitations of alcohol and other criminal activities such as the sale and possession of illegal drugs. The Cal Poly department is one of only two agencies in California to receive the Outstanding Performance Award.

Annual Cal Poly Poinsettia Sale is Under Way

The annual poinsettia sale, with 2,930 plants and dozens of varieties and colors, continues through mid-December. Sizes range from plants in 4-inch pots to large poinsettias reaching 4 feet tall. Prices are \$5 to \$50. The holiday plant tradition features colorful blooms grown by students in the Poinsettia Agriculture Enterprise Project. This year's poinsettia project offers more than 15 red, eight white and 17 variegated varieties. In addition, student-made wreaths, centerpieces, succulents, ornaments and gifts are available in the Poly Plant Shop building (No. 48) on Via Carta Road. Hours are 10 a.m. to 4 p.m. Monday through Friday, and 10 a.m. to 2 p.m. on weekends. For more information, call ext. 6-1106 or visit <http://www.polyplantshop.com>.

'Tis the Season for Faculty/Staff to Save at University Store Dec. 7 to 8

The University Store is offering two days of big savings for faculty and staff. On Wednesday, Dec. 7, shop the Semi-Annual Customer Appreciation Sale one day early and receive 30 percent off apparel, gifts and supplies. On Thursday, Dec. 8, faculty and staff can take advantage of exclusive discounts on Apple products: Choose any in-stock Mac or iPad and save up to \$300 (8 percent) off the regular academic price of eligible Apple products. Also on that day, faculty and staff will receive 20 percent off Moshi tech accessories and can enter a drawing at the Tech Center desk for the chance to win an iPad Pro. For additional information on the sale, visit <http://calpolystore.com/home.aspx>.

New(er) Faculty Community Breakfast is Dec. 16; RSVP by Dec. 9

All newer faculty — both tenure-line faculty and lecturers — are invited to the Fall Quarter Community Breakfast from 9 to 11 a.m. Friday, Dec. 16, at the Advanced Technology Labs building (No. 7). The session will provide coaching and advice for preparing Working Personnel Action Files in anticipation of the January submission deadline. A quick overview about Affordable Learning Solutions will also be presented by the Kennedy Library. A hot breakfast catered by Splash Café will be provided. To help with the catering order, please register by Friday, Dec. 9 at <http://tinyurl.com/hyb9nll>.

Nearly 900 Expected to Walk at Fall Commencement on Dec. 17

Approximately 900 students are eligible to graduate in three ceremonies at the 33rd annual fall commencement Saturday, Dec. 17. Ceremonies are set for 9 a.m., 1 p.m. and 4 p.m. in the main gymnasium in the ASI Recreation Center. They will include a retrospective slideshow of the graduating students during the processional, the "proud pinning" ceremony and a celebratory surprise.

Help Improve Fire Safety on Campus by Avoiding These Typical Hazards

A campuswide inspection by the Office of the State Fire Marshal revealed three common hazards: improper use of extension cords; outlet strips plugged into outlet strips; and propped-open fire doors. Extension cords are for temporary use — not prolonged periods. Extension cords are more susceptible to damage and overheating than sources connected to permanent building wiring. Plug outlet strips directly into a wall outlet — not into another outlet strip. This can cause the circuit to trip or overheat. Finally, fire doors should remain closed, not propped open for any length of time. Fire doors have an automatic closer designed to prevent the spread of smoke and flames in a blaze. For any fire and life safety questions, contact Environmental, Health and Safety at ext. 6-6665.