

Clerical Assistant
University at Buffalo, The State University of New York

Direct Link: <https://www.AcademicKeys.com/r?job=127451>

Downloaded On: Nov. 13, 2019 4:11pm

Posted Aug. 9, 2019, set to expire Dec. 9, 2019

Job Title	Clerical Assistant
Department	SDM Oral Diagnostic Sciences
Institution	University at Buffalo, The State University of New York Buffalo, New York
Date Posted	Aug. 9, 2019
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Classified Staff
Academic Field(s)	Administrative Support/Services
Apply Online Here	http://www.ubjobs.buffalo.edu/postings/21078

Apply By Email

Job Description

We are seeking a Clerical Assistant to provide support to the Oral Diagnostic Sciences department. In this position, you will:

- Assist in managing literature for scientific citations
- Manage an imaging database

The University at Buffalo School of Dental Medicine is committed to the University at Buffalo's mission to promote diversity and a climate welcoming of a diverse faculty, staff and students and to foster and sustain a working and learning environment where each member of the community can succeed.

Contact Information

Please reference Academickeys in your cover letter when



Clerical Assistant
University at Buffalo, The State University of New York

Direct Link: <https://www.AcademicKeys.com/r?job=127451>

Downloaded On: Nov. 13, 2019 4:11pm

Posted Aug. 9, 2019, set to expire Dec. 9, 2019

applying for or inquiring about this job announcement.

Contact

,