

University Transcript Evaluator Auburn University

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Posted Jul. 31, 2024, set to expire Dec. 13, 2024

Job Title	University Transcript Evaluator
Department	Office of the Registrar
Institution	Auburn University Auburn, Alabama
Date Posted	Jul. 31, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Classified Staff
Academic Field(s)	Administrative Support/Services
Job Website	https://www.auemployment.com/postings/47432
Apply By Email	

Job Description

The Office of the Registrar is looking for a **University Transcript Evaluator**. The primary responsibilities of the individual in this position will be entering transfer credit; evaluating, interpreting, and determining transfer coursework as it applies to the general core curriculum required by Auburn University; and assisting students over email and phone. Collaboration and communication with department advisors across campus is vital when establishing course equivalencies and content. Maintaining equivalencies in the student information system, Banner, has direct ramifications to the degree audit system, DegreeWorks.

Auburn University is more than just an institution; it's a vibrant community where real people come together to make a difference. Our commitment to students, employees, communities, and our world runs deep, and it's reflected in every corner of our campus and beyond.

· **Life-Changing Impact:** At Auburn, our work changes lives. Whether it's groundbreaking research, innovative teaching, administrative operations or community outreach, every effort contributes to

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positive change. We're not just clocking in; we're making a lasting difference in the lives of others.

· **How We Support You:** Auburn cares for its greatest assets—its employees. Generous benefits, educational opportunities, and a supportive work environment make it a place where you can thrive. From health insurance to retirement plans, we've got you covered. Learn more about how we support employees by visiting aub.ie/working-at-auburn.

· **Come and Stay:** The median length of employment for an Auburn employee is **10 years**. That's because Auburn invests in its people. We're not a revolving door; we're a family. The Auburn Family. We grow together, learn together, and build lasting relationships.

· **Sweet Home Alabama:** The Auburn/Opelika area exudes small-town charm and warmth. With cozy traditions, excellent schools, and vibrant downtowns, it's a place where you'll feel at home. Plus, we're centrally located in the Southeast with easy access to Atlanta, Birmingham, and the Gulf of Mexico beaches.

· **Diverse and Inclusive Campus Community:** Our community thrives on diversity. We celebrate different perspectives, backgrounds, and experiences. When you work at Auburn, you're part of a rich tapestry of individuals who bring their authentic selves and unique perspectives to the table.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact