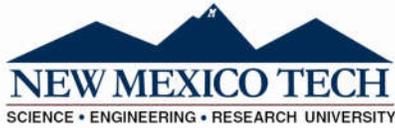


Posted: June 29, 2022



POSITION ANNOUNCEMENT

TITLE: COORDINATOR/ WAREHOUSE

DEPT: IRIS/PASSCAL

REG

TEMP

FULL TIME

PART TIME

STARTING RATE or SALARY RANGE: \$38,500

Employees being promoted to a higher classified position receive the minimum for the position or a pay rate adjustment of 8% whichever is greater.

All regular positions also entitle the employee to several benefits including health, dental, vision, life insurance, and retirement which is largely paid by New Mexico Tech for the employee and dependents.

INTERNAL POSTING THROUGH: July 11, 2022 CONSIDERATION WILL BE GIVEN FIRST TO TEMPORARY AND REGULAR TECH EMPLOYEES WHO APPLY WITHIN THE 7 DAY INTERNAL POSTING. APPLICATIONS RECEIVED AFTER THE 7 DAY POSTING MARGIN WILL BE CONSIDERED WITH OTHER OUTSIDE APPLICANTS.

JOB DUTIES:

Core responsibility is to support seismological experiments particularly in the realm inventory control, shipping and receiving.

REQUIRED QUALIFICATIONS:

High school (or GED) level ability in spelling, grammar, basic composition and math. Basic computer skills required. Ability to lift up to 50lbs daily desired. Familiarity with inventory control desired. Warehouse experience desired. Experience driving forklift desired. Shipping & receiving desired.

Apply to: nmtjobapps@npe.nmt.edu OR NMT/ HR 801 Leroy Place Box 114, Socorro, NM 87801