

To apply:

1. Read the job description carefully. 2. Fill out the form below and save to your desktop. 3. Send an email to studentapp@library.umass.edu **with the name of the position in the subject line and your application (and any supporting documents) attached. Mac users should not use Preview to complete the application, please use Adobe Reader.**

**Digital Media Lab
3D PRINT ASSISTANT**

Position Summary: The Digital Media Lab (3rd Floor of Du Bois Library) has an opening for 3D Print Assistants. These are part-time positions with varying afternoon, evening, and/or weekend hours.

Primary Responsibilities:

- Engage with public regarding 3D printing and our service
- Help maintain 3D printers, scanners, etc.
- Learn to troubleshoot hardware, software, and 3D models for printing.
- Learn how to management print requests, assist with 3D design, scanning, and printing demos
- Learn basic 3D modeling programs such as TinkerCAD, Meshmixer, Fusion 360, etc.
- Help troubleshoot multimedia software related issues/questions posed by students.
- Create 3D print guides and other educational content under the direction of the supervisor.
- Encourage student participation in 3D forums and other social networking platforms.
- Collect data on patron interactions.

Essential Qualifications:

- Strong customer service attitude, initiative.
- Familiarity or passion for 3D print design and production software
- Motivated to follow current trends in 3D print software and equipment.
- Ability to work independently.
- Attention to detail a must.
- Must be able to lift 50 lbs.

Preferred Qualifications:

- Prior customer support experience.
- Prior 3D printing + troubleshooting experience
- Understanding of the 3D print and scanning production process.
- Hands-on experience with a variety of finishing techniques and tools

Pay rate: Starting at \$12.25/hour, rate commensurate upon experience

Student Information Sheet

Spire #: _____	Date: _____
PLEASE PRINT	
Name (Last) _____ (First) _____ (M.I.) _____	
Local Address _____ Phone () _____	
Permanent Address _____	
Phone () _____ Email _____	
Class of 20 ____ Major _____	
Do you have a work study award? <input type="checkbox"/> YES <input type="checkbox"/> NO	Check all that apply: <input type="checkbox"/> Undergraduate Student <input type="checkbox"/> Graduate Student Resident Status: <input type="checkbox"/> US Citizen <input type="checkbox"/> FI <input type="checkbox"/> JI <input type="checkbox"/> Resident Alien
Have you worked for the Library before? <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, when/where _____	
Will you have another job on Campus during this semester? <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, when/where _____	
OFFICE USE PS: 10 _____ Rec: _____ / ____ /20__ Init: _____ W/S Y / N	

Availability: Check the boxes to correspond with the times you **CAN** work

	8 am	9	10	11	12:00 PM	1	2	3	4	5	6	7	8	9	10	11	12:00 AM	1	2	3	4	5	6	7
Sunday																								
Monday																								
Tuesday																								
Wednesday																								
Thursday																								
Friday																								
Saturday																								

Employment Record: List last job held

Please describe your recent work history (attach additional sheets if necessary).

Company/Organization:	Dates of Employment: <small>(mm/yy - mm/yy)</small>
Supervisor Name:	
May We Contact?	Phone Number:
Job Duties:	

Date: <small>(mm/dd/yy)</small>	Signature of Applicant:

Personnel Action Taken

Work Start Date	Department	Pay Grade	Pay Rate	Number of Hours	Supervisor's Signature