

## **Posting Graduate Assistantships (GA) in Pirate Jobs**

To view Graduate Assistantship policies and procedures please visit The Graduate School's website at <http://www.ecu.edu/cs-acad/gradschool/assistantship.cfm>.

### Posting new Graduate Assistantship positions:

- ECU departments are encouraged to submit GA positions online at <http://www.ecu.edu/e3careers/foremployers.submitajobposition.asp>.
- After your job is posted, you will receive a confirmation email containing a job posting number. **KEEP THE JOB NUMBER FOR YOUR RECORDS.**
- Include the job number on the student's Banner HR EPAF in the comment section.

### Re-posting Graduate Assistantship positions:

If you have submitted a GA position for a previous semester and wish to re-post the same job, you can simply email Student Employment at [hireapirate@ecu.edu](mailto:hireapirate@ecu.edu) with the job number and let us know that you would like to repost that position. You can include any changes you need in the email.