

# Student Postings

## Procedure for Using Site



October 29, 2002

- 1 Access web page at <http://spi-internal.lanl.gov/spi/mentor>
- 2 Authenticate using your cryptocard.
- 3 If the information is being entered for a mentor other than the person who has authenticated, please enter the mentor Z number and hit Submit button. This is to ensure that the position is related to the correct mentor.
- 4 This page shows the mentor information and any previously approved postings.

The index to the left allows quick access to the main functions of this system. **Home** will bring you back to the first screen allowing the submitter to switch mentor information. The **Submit Position** allows you to create a position posting from scratch. The **Browse Positions** allows you to search and view other positions that have been posted. Additionally, you may copy one of the current positions to modify for your own posting. The **Review Applicants** allows you to review the students who have expressed an interest in one of your postings. From here you may see the details of a student's application, select a student for the position, and generate a work plan once the student has accepted the position.

- 5 To post a new student position, select the **Submit Position** function. The New Position posting information page will appear. Enter the posting information as indicated. Many of the fields are **Pull Down Menu** for efficiency. Please complete all fields before submitting the information. The following image is a partial screen.

When you have completed the information entry, select **Submit**. Your posting will now be processed by reviewers for completeness and given approval for posting to the external site.

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LOS ALAMOS NATIONAL LABORATORY

Student Opportunities at LANL

Student Position Initiative - Mentor Posting

Welcome to the Student Position Initiative Website!

Please notice the status box (red letters) above and to the right. You should see your ZNumber as a Submitter. To use the functions on this site, you must select a mentor. Once a mentor has been selected, you will see the mentor's ZNumber in the mentor field in the same status box. If the system identifies you as a mentor from positions that already exist, this will be automatically populated with your ZNumber.

**Submit Position** allows you to create a position posting from scratch.

**Browse Positions** allows you to search and view other positions within this system. Additionally, you may copy one of the current positions to modify for your own posting.

**Review Applicants** allows you to review the students who have expressed an interest in one of your postings. From here, you may see the details of a student's application, select a student for the position, and generate a work plan once the student has accepted the position.

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Student Opportunities at LANL

Student Position Initiative - Mentor Information

ZNumber: 116841  
Name: Alexander Richard J.  
Division/Group: STB-EPO  
Mail Stop: M706  
Phone Number: 505-665-4373  
E-Mail address: alexander\_rick@lanl.gov

Postings Approved: 3

PositionID	Title	Created	Category	Type
16152	Desktop Support	3/5/2002	Computer Science	Technical Level
16153	Test/Measurement Technician	3/5/2002	Engineering	Technical Level
16157	Budget Specialist	3/5/2002	Materials	Administrative Level

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Student Position Initiative - New Position

Introduction stuff goes here

Position Title: Initial Explosion Design and Evaluation

Opportunity Type: Co-Op Program

Education Level: Undergraduate

Position Type: Technical Level

Work Schedule: Full Time

Start Date: 05/31/02

End Date: 15/Dec/02

Critical Skill Opening: Yes  No

Primary Skill: Physics

Secondary Skill: Nuclear Design and Evaluation

Category: Nuclear Materials

Group: P-23-NEUTRON SCIENCE & TECHNOLOGY

Required Skills: Enter the skills that are required for the position here. Experience in ... etc.

Desired Skills: Enter skills that would be desirable for the position here. Course work in explosive testing... etc.

**STB/EPO**

**BUSINESS ADDRESS**

PO Box 1663  
MS M709

**PHONE:**  
505.665.8899

**FAX:**  
505.665.6871

We're on the Web!

See us at:  
<http://stb.lanl.gov>

Procedures cont.

- 6 **Browse Positions** allows you to view all postings. From here you can select individual postings to view. When you select a posting, **Position ID**, a description of the position will appear.

At the bottom of this description page you can select **Copy as a Template** for your posting. When **Copy as a Template** is selected, the **Submit Posting** page will appear with pre-entered information. Modify the information as needed for your posting and then **Submit**.

When approved the position will appear on the external web site for student perusal. Students interested in the position will submit their interest and resumes, which will be available for mentors to view on the internal web site under Browse Applicants.



Submit Posting	Position ID	Title	Level	Category	Type
<b>Browse Positions</b>	16145	Geographic Distribution of Division-Level Bacterial Diversity in Soil	3/2/2002	Engineering	Technical Level
<b>Approve Positions</b>	16146	Tree Distributions of Division-Level Bacterial Diversity in Soils	3/2/2002	Engineering	Technical Level
	16148	Microenvironmental Effects on Cell Cycle Regulation	3/2/2002	Engineering	Technical Level
	16149	Microenvironmental Effects on Cell Cycle Regulation	3/2/2002	Engineering	Technical Level
	16152	Desktop Support	3/2/2002	Computer Science	Technical Level
	16153	Test/Measurement Technician	3/2/2002	Engineering	Technical Level
	16157	Budget Specialist	3/2/2002	Materials Science	Administrative Level
	16158	Computer Technician	3/2/2002	Computer Science	Technical Level
	16159	Desktop Support For Mass	3/2/2002	Computer Science	Technical Level
	16160	Microenvironmental Effects on Cell Cycle Regulation Query	4/2/2002	Engineering	Administrative Level

sequences using automated equipment. The student will also gain experience with sophisticated computer analysis methods in determining the distribution/affiliation of each sequence through comparison with sequences from public databases such as the Ribosomal Database Project. The distribution of bacterial diversity in each sample will be compared with key environmental factors such as soil type, plant cover, and climate patterns. Following this initial course work, the student will also participate in a series of key experiments to determine the contribution of history and diversity in shaping the distribution of division-level bacterial diversity.

Desired Major:  General Biology or Chemistry Laboratory, Microbiology or Biochemistry

Clearance:  None

Foreign Students:  Yes  No Site Specific Training:  Yes  No

Approve  
Decline  
Reset  
Use Copy as Template



Submit Posting	Position ID	Title	Applicant	Date Applied
<b>Browse Positions</b>		Co-op Database Developer	KNOX, David	8/7/2002
<b>Approve Positions</b>		Co-op Database Developer	KNOX, David	8/9/2002
		Co-op student analyst/programmer	KNOX, Vicky	8/7/2002
		Co-op student analyst/programmer	Substater, Aditya	8/9/2002
		Co-op student analyst/programmer	KNOX, Vicky	8/7/2002
		Co-op student analyst/programmer	Vogelstein, Kostas	8/9/2002
		Co-op student analyst/programmer	Substater, Aditya	8/9/2002
		Co-op student analyst/programmer	KNOX, David	8/9/2002
		Mechanical Engineer Intern	Vogelstein, Kostas	8/9/2002
		Software Application Developer	KNOX, Vicky	8/7/2002
		Software Application Developer	KNOX, David	8/9/2002