

# Cornell Chronicle

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Thursday, August 15, 1985



Summertime and the dining is alfresco at the Statler Inn's L'Express.

## U.S.-JAPAN TRADE RELATIONS *Congress Should Not Blame Japan for Trade Deficit*

By MARK EYERLY

When debating America's trade deficit, Congress is like the drunk who drops his car keys into a gutter late one night and then looks for them under a lamp post three blocks away because that's where the light is better.

So says a Cornell expert on Asia who believes that "Congress is wildly misinformed" on the causes and solutions surrounding America's trade imbalance.

"They are looking in the wrong place to solve this problem," said T.J. Pempel, a government professor and director of Cornell's China-Japan Program. "Our government is focusing on Japan because of its astounding success and visibility, but the U.S. has a trade deficit with nearly all parts of the world."

In 1984, the U.S. was saddled with a \$123 billion trade deficit, including a \$37 billion deficit with Japan. This year, the trade deficit with Japan is heading toward \$50 billion. But Japan, the second largest consumer market in the world, could be more of an op-

portunity than a threat for American business, Pempel said.

Several problems — including an overvalued dollar, an annual budget deficit that is approaching \$200 billion, the absence of an energy policy, and a failure to modernize many manufacturing processes — are the primary causes of what has become the worst trade balance among industrialized nations, he explained.

Yet, Pempel stressed, Congress ignores those issues to demand that Japan import more American goods and considers imposing a 25 percent surcharge against Japan and several other nations. Industry-by-industry protection that would close the American market to certain Japanese products is likely, and would be unfortunate, Pempel says.

"The fundamental efforts of the U.S. government must be directed toward improving competitiveness of American manufacturers, not in falsely isolating them from world markets," suggested Pempel, who has spent a total of five years researching and living in Japan, including two visits as a Fulbright

scholar.

"Simplistic protectionism is not the answer. Greater industrial investment is," he stressed.

Japan has experienced "economic success without parallel in the industrial world," Pempel said. But its success is related more to hard work, investment, productivity improvements, and turning out good products for a good price, rather than to government and business collusion aimed at an all-consuming goal of economic superiority.

"Japan's tariffs and quotas are similar to those of the U.S. and Western Europe," he said. "Some 1,400 companies go bankrupt in Japan each year. Their economy is fiercely competitive."

Japan recently announced several steps, including simplified inspection standards and government promotion of foreign-made products, to open its markets to more foreign goods.

Japan is already second only to Canada in the value of the U.S. goods it imports each

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## Better Engineering Will Beat Japanese Competition

By ROGER SEGELKEN

American manufacturers already have the technologies to meet Japanese competition head-to-head and bumper-to-bumper.

What's lacking, according to a Cornell specialist in manufacturing systems design, is the practice of modern industrial engineering.

"Very few American manufacturers understand the nature of variability and how to control it," said William L. Maxwell, the Andrew Schultz Jr. Professor of Industrial Engineering. Variation occurs in the supply process, the demand process, and the production process, Maxwell observed after six years of studying American and foreign businesses.

In the supply process, American manufacturers tell suppliers when to ship materials or parts, the industrial engineer noted. If the shipment is delayed, it can arrive too late; if it arrives early, it occupies needed space. Japanese manufacturers, by contrast, tell

suppliers when to deliver — at 10 a.m. next Tuesday, for example. That places the responsibility for timely deliveries on the supplier and reduces variability, according to Maxwell.

Demand is not as variable as some American manufacturers think, he said, pointing to the unnecessarily large number of options available on American cars. With all the options and accessories offered by Chevrolet, for instance, the manufacturer could make 10 million cars — no two alike and more than could be sold in a given year. While waiting for customers' orders, the manufacturer must stock the optional accessories.

Japanese auto makers, however, study the market; then they offer options in a small number of different packages. The popularity of Japanese cars indicates that their market research works, Maxwell said.

"You want to put options on the product as late in the manufacturing process as possible. Options must be cosmetic, not integral

to the product," he said.

One good example in this country is a new General Electric dishwasher plant. The dishwashers are all the same on the inside; the differences are contained in the front doors of the machines. This allows for a relatively simple manufacturing line: Major components of labor and value-added occur in the final stages, during which the product differentiation occurs.

"Considerable thought went into designing the product and the corresponding manufacturing processes at the same time," said Maxwell. "This is a key element of successful industrial engineering application."

Variation in the production process can be eased by making efficient use of resources, such as sheet metal presses, die casting machines, or injection molding machines.

"You have to be able to switch back and forth quickly, to manufacture the needed products," Maxwell explained.

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## Susan Murphy Dean for Aid, Admissions

Susan H. Murphy has been named dean of admissions and financial aid at Cornell, effective today.

A 1973 graduate of the College of Arts and Sciences at Cornell, Murphy has been director of financial aid at the university since 1983. She succeeds James J. Scannell who became vice president for enrollments, placement, and alumni relations at the University of Rochester in November 1984.

Provost Robert Barker said, "Susan Murphy's appointment as dean of admissions and financial aid is the culmination of nearly a year of various considerations by the administration concerning these crucial areas. One consideration was the possible inclusion of admissions and financial aid under a

new organization responsible for coordination of student support activities."



Susan Murphy

Barker said Murphy's selection as dean under the existing organizational structure was based largely on the recommendation of a committee consisting of the deans of Arts and Sciences, Engineering, Human Ecology and Agriculture and Life Sciences colleges.

"They cited her outstanding performance in areas of admissions and financial aid since returning to Cornell as an administrator in 1978. In particular, the deans noted her proven ability to work creatively and understandingly with the admissions offices of the various schools and colleges on campus in the crucial area of financial aid," the provost said.

Murphy's appointment was made after a study of more than 30 nationwide applications for the position, Barker said.

Former University Provost W. Keith Kennedy, who has been serving as acting dean of admissions and financial aid for the past year, said that "after working closely with Susan during the past months I have gained great confidence in her abilities as an expert in her field, and even more in her qualities as a leader. I am sure she will do all that is within her power to contribute to the future success of Cornell in one of the most important areas of concern on campus these days."

Murphy came to Cornell as associate director of admissions and regional coordinator for admissions activities in the southeastern United States. In 1982 and 1983, she was project leader for the computerization of financial aid management while also serving as senior associate director of admissions. She was named director of financial aid in October 1983.

Murphy has written and presented a number of papers in the areas of computerization, admissions, and financial aid, including a paper entitled "The Impact of Financial Aid on Admissions," given at the SUNY College Admissions Personnel annual conference in May 1984.

In addition to her Cornell degree, Murphy holds an M.A. (1974) in secondary education from Stanford University, and an M.A. (1977) in student personnel services from Montclair State College. She is currently a doctoral student at Cornell in educational administration.



## PEOPLE

### Book Honoring Alice H. Cook Reviewed in New York Times

A book honoring Alice H. Cook, professor emeritus of labor relations at Cornell University and a leading feminist, was reviewed in the Sunday, Aug. 4, edition of the New York Times Review of Books.

Titled "Women Workers in Fifteen Countries," the book is a series of 15 essays by social scientists, economists, and lawyers assessing the current situation of working women in places such as the Soviet Union, China, Japan, Israel, and industrialized nations of the west.

The book is edited by Jennie Farley, associate professor in the New York State School of Industrial and Labor Relations at Cornell, and published by the ILR Press in both hard cover and paperback editions.

The reviewer, author Alice Kessler-Harris, says the book is "a fitting tribute to Alice Hanson Cook ... labor activist, social worker and early investigator of working women's similar concerns worldwide..."

"Discrimination in income and jobs, and the family-work dichotomy emerge (in the book) not as idiosyncratic and personal but as statistical realities," according to the reviewer.

Cook, a resident of Ithaca, retired from Cornell's ILR school in 1972. But at age 81, she continues to conduct research, consult, and write. Her latest book, "Working Women in Japan: Discrimination, Resistance, and Reform," was published in 1982. She edited a book, "Women and Trade Unions in Eleven Industrialized Countries," published last year.

She is currently working on a case book covering the application of comparable worth in the United States.

Cook, who joined the ILR faculty in 1952, holds a bachelor's degree (1924) from Northwestern University and did graduate work at the University of Frankfurt and Berlin University in Germany from 1928 to 1931.

### Rowe Gets A.D. White Chair

Colin Rowe, one of the world's leading commentators on architecture, has been named the Andrew D. White Professor of Architecture at Cornell University, effective July 1, 1985.

The British-born architect and scholar, who has taught at Cornell for more than 20

years, was elected an honorary fellow of the Royal Institute of British Architects in 1983. The honor was given in recognition of his "contribution to the development of architectural theory in our time."

This year, The American Institute of Architects and the Association of Collegiate Schools of Architecture presented Rowe their joint 10th Award for Excellence in Architectural Education. In 1981, the AIA awarded Rowe a special medal recognizing his "seminal influence on architecture in this country."

He is currently working on a comprehensive plan for the city of West Berlin.

Rowe's essays, which appeared in the Architectural Review during the 1950s, were the first to relate modern architecture to the architecture of the past. Subsequent scholarly pieces on Cubism and modern architecture developed further his theory. He is the author of two books, "Collage City" (MIT Press, 1978), which shifted the focus from individual buildings to whole cities, and "The Mathematics of the Ideal Villa and Other Essays" (MIT Press, 1976).

In 1982, as the Preston H. Thomas Memorial Lecturer at Cornell, Rowe gave an eight-part series titled "The Architecture of Good Intentions: Towards a Possible Retrospect."

Rowe received a bachelor of architecture degree (1945) from the University of Liverpool and master of arts degree (1948) from the University of London.

### Colker Department of Art Chair

Painter and graphic artist Edward Colker has been named chair of the Department of Art for a five-year term through June 1990.

His appointment was made by William G. McMinn, dean of the College of Architecture, Art, and Planning, upon the recommendation of the art department faculty. He succeeds Stanley J. Bowman, chair since 1980.

Colker has been dean of visual arts at the State University of New York College at Purchase for the past five years. Previously he was director of the School of Art and Design at the University of Illinois at Chicago from 1972 to 1977 and for three years he was research professor of art at Illinois.

He also has taught at the University of Pennsylvania, Philadelphia College of Art,

and Cooper Union School of Art and Architecture.

Colker has received numerous honors and awards including a Guggenheim Fellowship and a Graham Foundation grant. He spent most of the 1960s studying and working abroad, particularly in France.

Colker's works have been exhibited throughout the U.S. and are represented in the permanent collections of numerous museums and libraries in this country. In 1960, he founded Editions du Grenier, now the Haybarn Press, for publication of illustrated books of poetry made in collaboration with the poets.

Born in Philadelphia, Colker is a graduate of the Philadelphia College of Art (1949) and holds a bachelor's degree (1951) from New York University.

### Soil Conservationists Hear Olson

"Real national security is in the stability and productivity of the environment and in the social and moral strength of the people — not in military armaments."

So said Gerald W. Olson, an associate professor of soil science at the State College of Agriculture and Life Sciences, in an address last week at the annual meeting of the Soil Conservation Society of America in St. Louis.

A country's environmental resources, he said, affect the well-being of its citizens, and inadequate or mismanaged resources lead to international hostilities.

He cited Iranian terrorists as an example of the connection between the environment and political turmoil. Iran's harsh, arid climate and long history of invasion by neighboring countries in competition for what little water exists there have led to mass frustration and anger, he explained. One outcome is terrorism aimed at other nations, especially the privileged.

In Central America, Olson said, rain forests are rapidly being destroyed to create pas-

tures for beef cattle. The beef is imported for use by the fast food industry in the United States and provides a fast profit to a handful of individuals.

Entire communities of people are uprooted from the rain forests, where they have been established for thousands of years, he said. As a result, they are forced to live either in ghettos or on steep, infertile land where they cannot farm.

"The resulting poverty and political instability are the makings of revolution," he said.

Olson suggested at least 10 percent of every country's budget be devoted to environmental conservation and management. This represents a fraction of the world expenditures for armaments, for which "in excess of \$1 million per minute are being spent worldwide."

"Education, environmental-resource inventorying, and long-range policy planning to conserve resources can prevent much of the political chaos that otherwise lies ahead," the Cornell scientist stressed.

### Libraries Promote 10 Academic Staff

Ten members of the academic staff of Cornell University Libraries have received promotions, effective July 1, according to Louis E. Martin, university librarian.

Promoted from associate librarian to librarian are: David Brumberg, head of the New York Historical Resources Center in Olin Library; Patricia Schafer, head of interlibrary services in Olin Library; and Alan Diefenbach, foreign and international librarian in the Law Library.

Promoted from senior assistant librarian to associate librarian are: Janet McCue, head of technical services in Uris Library; and Carla Weiss, reference librarian in the Industrial and Labor Relations Library.

Promoted from assistant librarian to senior assistant librarian are: Anne Carson, assistant interlibrary services librarian in Olin Library; Claire Ward, head of the science technology team in the catalog department of Olin Library; Edward Tallent, reference librarian in the Uris Library; and William Coons, reference librarian in Mann Library.

### Cornell Chronicle

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### Greenberg Is Schurman Professor

Donald P. Greenberg, a member of the Cornell faculty since 1968, has been named the Jacob Gould Schurman Professor of Computer Graphics, effective July 1, 1985.

Greenberg, who has gained national prominence as a pioneer in the area of computer graphics, holds a bachelor's degree in civil engineering (1958) and a doctorate in structural engineering (1968) from Cornell.

Since 1974, he has been director of the university's Computer Graphics Program, which he founded with funding from the National Science Foundation. He also initiated and was director of the Computer Aided Design Instructional Facility in the College of Engineering at Cornell.

He holds joint appointments in the College of Architecture, Art, and Planning and in the College of Engineering. He also teaches in the Department of Computer Sci-

ence.

Greenberg has been teaching and conducting research in the area of computer graphics since 1966. His specialties include hidden surface algorithms, geometric modeling, color science, light reflection models, and synthetic image generation, as well as computer aided architectural and structural design.

He is author of more than 100 articles in his field and has lectured extensively on the uses of computer graphics techniques in research applications. He is on the editorial board of several professional journals, including Computer and Graphics, ACM Transactions in Graphics, and The Computer Aided Design Journal.

Cornell currently has six endowed Schurman professorships established by the Board of Trustees in honor of the university's third president (1892-1920).

### Tsiang Named Emeritus

Economist Sho-Chieh Tsiang, world-recognized authority in monetary theory and international finance, has been named professor emeritus at Cornell University, where he has taught since 1969.

He also has been president of the Chung-Hua Institution for Economic Research in Taipei, Taiwan, since 1981.

Born in China, Tsiang, who is now a citizen of the United States, received his higher education in England. He holds the B.Sc. (1941) and Ph.D. (1945) degrees from the London School of Economics, and a D.Sc.

(1975) from London University.

He is the author of one book and nearly scholarly articles in his field. He came to Cornell with an established reputation in his field, having taught at the University of Rochester (1960-69) and having served as an economist in the research and statistics department of the International Monetary Fund (1949-60).

Tsiang was professor of economics at the National University of Peking (1946-49) and at the National University of Taiwan (1948-49).



## Research Completed Here as Memorial To Korean Scientist Han

By YONG H. KIM

Among the 269 passengers killed nearly two years ago when Seoul-bound Korean Air Lines Flight 007 was shot down by Soviet fighter planes over Sakhalin Island off the northern tip of Japan was Ung Jan Han, a Korean scientist.

Han was on his way home after spending a year as a visiting research scientist at Cornell, where he had conducted research in low-cost waste treatment processes. His wife and their two children were also aboard the ill-fated airliner. Han was a professor at the National Fisheries University in Pusan at the southeastern tip of Korea.

He was carrying notebooks containing research data accumulated during his stay at Cornell, along with some laboratory equipment needed to continue his research in Korea. He was to develop a paper after his arrival in Korea, but that plan was shattered forever.

Before he departed from Cornell, however, he had left raw research data summaries with William J. Jewell, with whom Han had worked closely. Jewell is a professor of agricultural engineering in the State College of Agriculture and Life Sciences.

Based on Han's research data and replication of Han's work, Jewell and Randolph M. Kabrick, a doctoral candidate in agricultural engineering, have put together a technical paper as a "memorial to Ung Jan Han and his family." The paper was presented at the recent Industrial Waste Conference at Purdue University. The conference is one of the oldest annual meetings dealing with pollution control technology in the United States.

In a letter to Han's brother, Gae June Han, a professor of Korean language and literature at the Seoul National University,

Cornell's Jewell wrote:

"I am sure that Mr. Han and those associated with him would have been proud to be associated with this study. I feel that the work (by Han) is of very high quality and indicates new directions that will result in better waste management processes and lower-cost alternatives."

"Those of us who worked on this paper realize that it is a small token of the productivity that Mr. Han would have made in a full professional career," Jewell added. "We hope that this small symbol would remind those of the potential that his life, and his family's lives, would have had for mankind."

Jewell said that the paper — "Waste Activated Sludge Digestion with Thermophilic Attached Films" — will be submitted for publication in "Water Research," the journal of the International Association of Water Pollution Research. Jewell also hopes to have the paper published in a Korean journal.

The paper, though written by Kabrick and Jewell, carries the name of the Korean scientist as the senior author. In the paper, Kabrick and Jewell wrote:

"Although Professor Han conducted all experiments and developed many of the ideas presented here, he did not write up his experiments prior to his death. In order to confirm some of the data, Mr. Kabrick repeated experiments for six months."

"Professor Han was one of the hardest working and most conscientious colleagues that we have known. His work breaks new ground and points toward some important new waste treatment directions. The unfulfilled contributions of his career and life will be missed by the world."



The late Ung Jan Han, with his daughter, Jung Min, who was 2 years old when both were killed on Korean Air Lines Flight 007 when it was shot down by Soviet fighters two years ago. Han's wife and another child also died aboard the plane.

## Bigger Stores, More Competition, High Labor Costs in Food Industry

Booming labor costs, jumbo stores, and fierce competition characterize today's retail food industry, according to an industry report issued here.

Consumers are the chief beneficiaries, despite higher costs: stores are offering shoppers more high-service departments from delis to salad bars and in-store banks. Shelves are chock full of thousands of products — sometimes up to 25,000 different items. Yet food prices have risen only moderately, staying significantly behind the inflationary gains made over the past couple of decades.

These are some of the highlights from "Twenty Years of Structure, Cost and Performance Changes in U.S. Food Chains," Cornell's report on trends occurring in U.S. food chains for the past 20 years. It is based on data from Cornell's annual survey, "Op-

erating Results of Food Chains."

What happens in food wholesaling and retailing is important because it influences not only our daily lives, but the national economy as well, said Edward McLaughlin, assistant professor of food marketing in the Department of Agricultural Economics.

"In fact, today's food distribution industry, particularly food wholesaling and retailing, makes the largest relative contribution to the Gross National Product and to employment of any of the other major sectors comprising today's food system, such as agricultural production or food manufacturing."

In his analysis of the current status of food chains in the U.S., McLaughlin found that when it comes to size, bigger has been booming. An average size store is about 25,000 square feet, though it is not unusual for new-

er stores to be 60,000 to 80,000 square feet, with some even topping 200,000 square feet. Stores in the South, McLaughlin found, tend to be the largest; those in the Northeast are the smallest, about 54 percent the size of a typical market in the South.

When it comes to the costs of food retailing, payroll has been taking the lion's share. While total operating expenses for all food chains rose 10 percent since 1965-66, the average payroll jumped 26 percent.

"By far, employee benefits have been responsible," notes McLaughlin who teaches in the Food Industry Management Program at the State College of Agriculture and Life Sciences. "Benefits have risen many times the rate of salaries alone. Between 1964-65 and 1983-84, food retailing employee benefits rose 113 percent in the United States."

Taken together, payroll and employee benefits have gone up 34 percent since 1965.

That constitutes a whopping 67 percent of the total operating expenses in today's food chains.

With labor costs skyrocketing, why have food prices increased only moderately?

"One reason is that the food system has become more efficient. Another reason is that retail net profit is down from 20 years ago," McLaughlin says.

Using four different financial indices to assess retail profitability, McLaughlin found that all of them are down from 18 to 65 percent, compared to the growth years of the 1960s.

"The primary reason that food prices have not risen as rapidly as the Consumer Price Index or in pace with operating costs is because competition has intensified."

In the past, food stores relied on local customers, often attracting shoppers from certain ethnic neighborhoods. Now, with more women working, consumers are busier and more have access to their own transportation. Many consumers prefer the one-stop shopping that larger markets offer. With these "superstores" requiring huge investments, retailers must attract many more consumers to make ends meet. When there's more than one superstore in town, however, retailers have to compete for the available customers, effectively tempering price increases.

"As stores get bigger, they generally become more competitive," McLaughlin stresses.

Ironically, there's a backlash to the burgeoning store size trend.

"Although consumers will use these superstores for their weekly shopping, many shun them if they want just a loaf of bread or quart of milk. Therefore, at the same time that the number of gigantic stores increases, there's also a growth in the number of convenience stores as well as a resurgence of bakeries and upscale gourmet shops," McLaughlin notes.

## New Alfalfa 'Mohawk' Fights Two Major Diseases

By YONG H. KIM

Help is on the way for farmers facing an uphill battle against two major alfalfa diseases — anthracnose and bacterial wilt.

A new alfalfa variety capable of thriving under the attack of these two destructive alfalfa maladies has been perfected by a team of Cornell scientists.

Named "Mohawk," the new alfalfa made its commercial debut earlier this year in New York State with a limited supply of seed. It will be available widely in time for next year's planting season with adequate amounts of seed to go around.

A product of 12 years of work by Royse P. Murphy and two other plant breeders — Carl Lowe and Donald R. Viands — all in the State College of Agriculture and Life Sciences, Mohawk has a high degree of built-in resistance to both diseases.

Anthracnose, a fungal disease, is serious in the mid-Atlantic states as far south as South Carolina, and in other parts of the country as far west as Illinois, Wisconsin, and Iowa.

This ailment poses no immediate threat to New York state except for occasional flare-ups in the lower Hudson Valley area, but it's a perennial menace in portions of Pennsylvania, New Jersey, Maryland, Virginia, and other parts of the south.

"Anthracnose is caused when the weather turns warm and humid in summer," Murphy explained. "In serious cases, it can wipe out the whole crop."

More widespread than anthracnose is bacterial wilt, which attacks almost all alfalfa-growing areas of the nation. A staple for farm animals, especially dairy cows, alfalfa is grown from coast to coast, all the way

from Maine to California.

"Mohawk is more resistant to this bacterial disease than any other varieties we have developed at Cornell thus far," Murphy said.

One of the foremost breeders of alfalfa and other hay crop varieties in the nation, Murphy is credited with developing a series of top alfalfa varieties that have been used widely throughout the Northeast over the past 25 years.

In addition to Mohawk, alfalfa varieties developed under Murphy's leadership are Cayuga (1960), Saranac (1963), Mark II (1965), Iroquois (1967), Oneida (1970), Saranac AR (1974), and Honeoye (1974). More recently, Murphy cooperated closely in a project that has resulted in a variety called "Oneida VR," which has strong resistance to yet another alfalfa killer known as "Verticillium wilt."



# Calendar

All items for publication in the Calendar sections, except for Seminar notices, must be submitted (typewritten, double spaced) by mail or in person to Fran Apgar, Central Reservations, 531 Willard Straight Hall at least 10 days prior to publication. Seminar notices should go to the Chronicle office, 110 Day Hall. Items should include the name and telephone number of a person who can be called if there are questions, and also the subheading of the calendar in which it should appear (lectures, colloquia, etc.) ALL DEADLINES WILL BE STRICTLY ENFORCED.

\*—Admission charged.

## Announcements

### Uris, Olin Library Tours

Tours of Uris and Olin Libraries for new and returning undergraduate students will occur Saturday, Aug. 24 and weekdays Aug. 26 through Aug. 30. Interested persons should meet at the Uris Circulation Desk at these days and times:

Saturday, Aug. 24, 2 p.m., Uris.  
Monday, Aug. 26, 10:30 a.m., Uris & Olin.  
Tuesday, Aug. 27, 11:30 a.m., Uris.  
Wednesday, Aug. 28, 10 a.m., Uris & Olin.  
Thursday, Aug. 29, 4 p.m., Uris.  
Friday, Aug. 30, 3 p.m., Uris & Olin.  
Uris & Olin combined tours last 45 minutes and Uris tour last 30 minutes. Handicapped students needing special tours should call 256-2329.

### Mixed Bowling League

Organizational meeting for Cornell Tuesday Night Mixed Bowling League will be held on Aug. 27, at 7 p.m. in Helen Newman Lanes. Newcomers welcome. For further information call Sam Morrie, 844-4271.

### Helen Newman Bowling Lanes

Summer operating hours are Monday-Saturday from 3-11 p.m. and Sunday from noon-5 p.m.

## Dance

The Cornell Folkdancers meet in the North Room of Willard Straight Hall on Sundays throughout August, with instruction from 7 p.m. till 8:30, followed by request dancing till 10:30 p.m. Free; beginners welcomed; no partners needed. For more information call 256-7149 or 257-3156.

### Israeli Folk Dancing

Every Thursday night at 8 p.m. in the One World Room, Anabel Taylor Hall.

## Exhibits

Olive Tjaden Hall Gallery: "Portraits From Bolivia," black & white photographs by Erica Polakoff. Hours: 9 a.m.-4 p.m. Monday through Friday, through Aug. 23. Sponsored by the Latin American Studies Program.

Permanent Collection: Fernand Leger Through August 31:

This exhibition displays mural sketches by a modern artist who combined color and gouache studies for murals designed for the Rockefeller family and for the Consolidated Edison Co. building at the 1939 New York World's Fair. These works were given to the Johnson Museum by an anonymous New York collector and benefactor.

### Olin Library

Graphic Shaw: photographs, drawings, posters, and engravings relating to George Bernard Shaw and his plays, many accompanied by notes by Shaw himself. Hours 10 a.m.-5 p.m., Monday through Friday. Through September 10.

## Religious Services

### Catholic

Every Saturday, 5:00 p.m. Anabel Taylor Auditorium.

Every Sunday, 10:00 a.m. Anabel Taylor Auditorium.

Sacrament of Reconciliation by appointment, call 256-4228

### Episcopal (Anglican)

Every Sunday, 9:30 a.m. Anabel Taylor Chapel.

### Jewish

Every Friday, 7:30 p.m. Anabel Taylor Court-

August 1985						
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yard, Founders Room rain site. (Conservative Shabbat Service).

Every Saturday, 9:15 a.m. Anabel Taylor Edwards Room. Shabbat Services (Orthodox).

### Korean Church

Every Sunday, 3 p.m. Anabel Taylor Chapel.

### Muslim

Monday-Thursday, 1 p.m. Anabel Taylor 218.

Friday, 1 p.m. Anabel Taylor Edwards Room.

### Hillel Office

Hillel Office will be open during the summer Monday to Friday, 11 a.m. to 2 p.m.

## Barton Blotter

Seven cash thefts amounting to losses of \$800 were among 19 thefts reported on campus during the period of Aug. 5 through 11, according to the morning reports of the Department of Public Safety.

Total losses in cash and valuables amounted to \$4,168. This includes a burglary at 319 Wait Ave. involving the loss of \$215 in cash, an unknown amount in coins, jewelry, two bottles of wine, and video cassette recorder, valued at a total of \$565.

A leather wallet was reported stolen from a room in University Hall No. 5. It contained \$100 in cash, \$220 in travelers checks, and a gold charm worth \$100. Other cash thefts included \$200 taken from a cash box in the Humphreys Service Building, and \$20 taken from a room in Clara Dickson Hall.

Other items reported stolen were two bicycles worth a total of \$595, a \$360 camera from the Barton Hall parking lot, a \$180 stereo from 228 Wait Ave., a \$275 cassette deck from Willard Straight Hall, and \$179 in various tools taken from Goldwin Smith Hall.

In the area of George Jessup Road a 6-volt battery was reportedly thrown out of a car, apparently deliberately, at a jogger, hitting the runner in the thigh. No medical attention was reportedly necessary.

## Peace Studies Projects Get Carnegie Funds

The university has received a \$250,000 grant from the Carnegie Corp. of New York for two projects in the area of peace studies.

The funds, to be used for research and writing, will support work being done by Richard N. Lebow, professor of government, and Kurt Gottfried, professor of physics.

Lebow, director of Cornell's Peace Studies Program, will have \$114,000 at his disposal for the completion of several books under way on the general theme of managing superpower conflict and preventing nuclear war.

Gottfried, a leading authority on nuclear warfare and a director of the Union of Concerned Scientists, has been granted \$125,000 for an extensive study incorporating the expertise of numerous specialists on the subject of "Crisis Stability and Nuclear War."

The funding is part of Carnegie's program on security which has provided \$10.5 million in grants to institutions and individuals over the past two years for projects aimed at reducing the risk of nuclear war.

Both Lebow and Gottfried contributed articles to recent issues of the journal *Daedalus*, devoted entirely to the subject of President Reagan's "Star Wars" proposal. The *Daedalus* project also received funding from the Carnegie Corporation.



"Potatoes/Prunes/Pan/& Vitarice" is one of the paintings of Phillip L. Sherrod on exhibit at the Herbert F. Johnson Museum of Art through Aug. 26.

## CUMC Gets Kellogg Grant

A \$341,017 grant has been awarded to Cornell University Medical College by the W.K. Kellogg Foundation of Battle Creek, Mich.

The grant will extend for another three years the innovative program, which was begun by CUMC in 1982, to explore ways to help reduce health care costs. This year's grant brings the foundation's contributions to this project to a total of \$689,112.

The program is under the direction of Robert L. Braham, M.D. and Hirsch S. Ruchlin, Ph.D. Dr. Braham is an associate professor of clinical medicine at CUMC and associate chairman of clinical services in the department of medicine at The New York Hospital-Cornell Medical Center and medical director of the Cornell Medical Practice, a NYH-CMC departmental teaching group practice in general internal medicine. Ruchlin is professor of economics in both public health and medicine at CUMC.

During the initial three-year study, the co-investigators used the Cornell Medical Practice, an ambulatory care facility at NYH-CMC, for their educational cost-containment laboratory. There they developed a system to create a greater cost-consciousness. This is referred to as the "physician practice profiling system."

Under the system, Braham and Ruchlin created comprehensive profiles of every physician in the Cornell Medical Practice. This allowed project leaders to monitor each physician's use of lab tests, X-rays, and other diagnostic procedures and ancillary services.

Every six months, physicians received a copy of their profile which detailed participants' use of tests and services and which compared their individual usage to that of others in their peer group. Through this system, the investigators were able to reduce use of these items, thereby reducing health care costs overall.

"Using a computer program developed under the initial Kellogg Foundation award, we have demonstrated that the profile system works in an academic medical center," the co-investigators said. "Now we want to know if it will work out in the community. Therefore, we propose to test it in two different settings: a health maintenance organization (a prepaid setting) in New York City and a fee-for-service group practice in Pennsylvania."

## Engineering

Continued from Page 1

Following the improvements in productivity in one Japanese plant (Toyota's), Cornell's Maxwell learned that in 1972 switching to a different product required six to eight hours. By 1977, Toyota reduced switch-over time on machines to two hours. It now takes 44 seconds.

"Machine switch-over at Toyota looks like a fire drill," Maxwell reported. "You see people swarming all over the machines. And, of course, they have prepared for this by accomplishing some of the steps off-line, ahead of time."

"All the needed technologies are available in the U.S.," Maxwell maintained. "It's just good old industrial engineering that's missing. You must examine all elements of the work at hand and ask: Can activities be 1) simplified, 2) combined, or 3) eliminated."

## Trade Deficit

Continued from Page 1

year (\$30 billion), and it is America's leading market for food and agricultural products. More than one million American jobs depend on exports to Asia.

Japanese steps to encourage imports will be meaningless, however, unless American industry becomes as interested in competing for the Japanese consumer as Japanese business has been in selling to Americans, Pempel added.

There are, for example, 100,000 Japanese business people working in the U.S.; only about 8,000 American business people are stationed in Japan.

"It is simply incredible that we think the Japanese have a 'duty' to purchase American goods," Pempel said. "The harsh truth is that consumers on both sides of the Pacific prefer Japanese products. The Japanese market is open to foreign goods in many areas; the Japanese consumers just don't want to buy them."

There are though, numerous American success stories in Japan. Companies such as IBM, Coca Cola, Schick, and Kentucky Fried Chicken have studied Japanese needs and marketing styles and turned their efforts into huge profits.

"All of this 'Japan-bashing' plays well with the voters at home, but it is doing little to improve the country's tremendous trade imbalance," Pempel concluded. "America's problems are deeper than a successful Japan."



# Cornell University

**University Personnel Services**  
**Day Hall**  
**Ithaca, New York 14853**  
**607/856-8286**

## Please Note:

Job Opportunities is a publication of Staffing Services and is distributed each Thursday through the Cornell Chronicle. Job Opportunities lists current vacancies within the University, consistent with the University's commitment to promotion from within, affirmative action, and equal opportunity employment.

Applications for employment are available at Cornell University's employment office at East Hill Plaza at the intersection of Ellis Hollow Road and Judd Falls Road in Ithaca, from 9:00 a.m. to 12:00 noon, Monday through Friday. Applications can be submitted through the mail to University Personnel Services, Staffing Services, 160 Day Hall, Ithaca, N.Y. 14853. For more information on jobs listed, contact Staffing Services (607) 256-5226.

N.Y. 14853. For more information on jobs listed, contact Staffing Services (607) 256-5226.

**Employee Transfer Applications:** Employees who wish to transfer to other jobs within the University should complete a separate Employee Transfer Application form for each position and submit them to Staffing Services. Individuals with official University layoff status will be given preference in referrals. This listing is also available on CUINFO

Cornell University's computerized information service. For further CUINFO details, contact the Information and Referral Center at 256-6200 or Computer Services.

New vacancies are listed for two weeks in Job Opportunities.

\*Asterisks identify jobs that were not listed last week.

Full-time jobs are 39 hours per week unless otherwise indicated. Jobs listed as SO, U1 and U2 are represented by bargaining units.

ence in use of cash register, food handling, preparation and food retailing, and skills dealing with customers and supervision of student employees. Please send cover letter and resume to Ralph D. Jones by August 29, 1985. Job Number: PA318

**Position:** Assistant Swimming Coach  
**Department:** Physical Education & Athletics  
**Description:** Assist the head swimming coach in the operations of the swimming program. Duties include coaching and recruiting of student athletes as well as other administrative duties assigned by the head coach. Instruct physical education classes as assigned by the Athletic Director.

**Requirements:** Bachelor's degree in physical education or related field. Previous experience in coaching swimming at high school, collegiate or club level. Please send cover letter and resume to Ralph D. Jones by August 29, 1985.

Job Number: PA313

**Position:** Assistant Fencing Coach - Fencing Master  
**Department:** Physical Education & Athletics  
**Description:** Assist the head coach in the preparation of the men's and women's intercollegiate fencing program. Duties include coaching and recruiting prospective student athletes and other administrative duties; instruct physical education classes as assigned.

**Requirements:** Bachelor's degree, preferably in physical education. Previous experience in coaching fencing. Please send cover letter and resume to Ralph D. Jones by August 29, 1985.

Job Number: PA311

**Position:** Technical Consultant I  
**Department:** Cornell Institute for Social and Economic Research (CISER)

**Description:** Provide computing and consulting support to the CISER Data Archive. As a data manager—analyst, assist in data base design, analysis, data management and manipulation of large data sets for social science research projects. Provide computer consulting to project PI's, CISER staff, and user of CISER's data archive. Work as part of a research support team.

**Requirements:** Bachelor's degree or equivalent required. Master's degree preferred, or equivalent in social science. Mainframe and microcomputer data management experience; SAS and/or SPSS packages, JCL and MVS; experience with IBM PC's including software packages such as dBase III, Lotus 1-2-3, Kermit, and DOS; good knowledge of social science analysis techniques; good written communication skills, attention to detail; ability to meet deadlines; good interpersonal skills required. Please send cover letter and resume to Cynthia Smithbower by August 30, 1985.

Minimum Starting Salary: \$16,500

Job Number: PT308

**Position:** Applications Programmer I  
**Department:** Cornell Institute for Social and Economic Research (CISER)

**Description:** Management and processing of large complex census files, statistical analysis, and movement of data bases between mainframe and microcomputer. Full-time regular until August 14, 1986, continuation contingent upon funding.

**Requirements:** Bachelor's degree or equivalent; Master's degree preferred. Considerable experience with statistical computing, including SPSS-X and SAS on mainframe and microcomputers. Experience with IBM 3081 and IBM PC—AT desirable. Please send cover letter and resume to Cynthia Smithbower by August 16, 1985.

Minimum Starting Salary: \$14,170

Job Number: PT306

**Position:** Systems Programmer-Analyst III (Repost)  
**Department:** Theory Center  
**Description:** Under general supervision, be responsible for system analysis, design, programming and documentation for a large variety of projects using an IBM mainframe. Will be the major source of software support and technical leadership for both users and other Theory Center Staff.

**Requirements:** Bachelor's degree or equivalent combination of education and experience. Master's degree or equivalent preferred. Three to five years' experience. Strong technical and communications skills. Wide range of programming experience utilizing mainframe computers and high level languages, especially Fortran. Excellent writing skills. Please send cover letter and resume to Cynthia Smithbower.

Minimum Starting Salary: \$20,000

Job Number: PT186

**Position:** Project Manager (Repost)  
**Department:** School of Hotel Administration  
**Description:** Reporting to the Director of Business and Administrations, will develop, modify and maintain computer operations for the School and Statler Inn. Responsibilities include project development and implementation in addition to supervision of one programmer.

**Requirements:** Bachelor's degree in computer science or related field. At least three years relevant experience including project management and systems analysis. Must have working knowledge of COBOL. Familiarity with the WANG VS system desirable. Knowledge of the Cornell accounting system helpful. Familiarity with file management, report utilities, database—telecommunications and word processing concepts preferred. Prior experience in a hotel environment preferred. Please send cover letter and resume to Cynthia Smithbower.

Job Number: PT132

**Position:** Assistant Director  
**Department:** Computer Services (APS)  
**Description:** Responsibilities include: Directing professional staff in designing and developing programs, maintaining existing systems and developing new systems; insuring proper operation and maintenance of all computer and data processing equipment; planning budgets and managing personnel activities and providing technical support and expertise as appropriate.

**Requirements:** Bachelor's degree with computer or business related courses or equivalent combination of education and experience. Master's degree highly desirable. Considerable experience in computer operations and/or applications or operating system development. Considerable administrative or supervisory experience is necessary.

Continued on Page 6

## Please Post

August 15, 1985

# Job Opportunities

Cornell University is an equal opportunity, affirmative action employer.

## Administrative/Professional

The minimum salaries listed are for recruitment purposes only.

\***Position:** Chief of Plant Operations  
**Department:** Buildings & Properties - Geneva  
**Description:** Manage the operation of the Buildings and Properties Department. This includes preparation and administration of budgets, utilities, planning and supervision of capital, rehabilitation and maintenance projects, and personnel supervision. Duties will involve interaction with local, Cornell University and State officials.  
**Requirements:** Bachelor's degree in engineering required. Experience in designing and managing facilities maintenance and renovation projects desirable. Working knowledge and experience in a related technical discipline is necessary. Administrative and supervisory experience necessary. Professional Engineering certification desirable. Please send cover letter and resume to Ralph D. Jones by August 29, 1985.  
 Job Number: PA322

\***Position:** Applications Programmer - Analyst III  
**Department:** University Registrar  
**Description:** Direct, organize, schedule and supervise a computer programming group of 3 to 5 staff. Analyze system requirements and prepare programming specifications for programming projects conducted by this staff.  
**Requirements:** Bachelor's degree with computer-related courses. 3 to 7 years of experience in application design and development, preferably in an interactive environment. Familiarity with IBM or WANG VS equipment preferred. Please send cover letter and resume to Cynthia Smithbower.  
 Minimum Starting Salary: \$20,000  
 Job Number: PT134

\***Position:** Communications Specialist (Producer—Director, Instructional Program Development)  
**Department:** Media Services  
**Description:** Develop videotaped instructional and training materials for closed-circuit, classroom and broadcast television delivery; develop supporting materials in other media which include: publications, audio cassettes, slide—tape programs and other electronic delivery systems; provide counsel and training for faculty and staff in the effective use of electronic and audio visual delivery systems.  
**Requirements:** Bachelor's degree or equivalent in Mass Communications with emphasis in television production. Master's degree or equivalent in Instructional Program Design or related area highly desirable. Substantial full-time experience in television production including: writing, producing, directing and editing; experience with new technologies; interactive systems, computer and video disc. Ability to interface easily with all levels of faculty, staff and administration. Please send cover letter and resume to Ralph D. Jones.  
 Job Number: PA327

\***Position:** Health Associate III  
**Department:** University Health Services  
**Description:** Will provide continuity of care, health education, health maintenance and preventive care services using health associate-physician approval guidelines. Responsible for assessment of occupational health problems and for coordination of occupational health screening and preventive programs.  
**Requirements:** New York State RN—Physician's Assistant License and graduate of an accredited NP—PA program essential. ANA nurse practitioner certification or NCCPA certification and Master's degree in clinical specialty preferred. Formal preparation in occupational health preferred. Some experience very desirable. Please send cover letter and resume to Ralph D. Jones by August 29, 1985.  
 Job Number: PA328

\***Position:** Assistant Coordinator of Education (Repost)  
**Department:** Johnson Museum  
**Description:** Coordinate, conduct and evaluate museum's ongoing programs for area primary and secondary schools under supervision of Coordinator of Education. Assist in planning, developing and implementing museum tours and public programs.  
**Requirements:** Bachelor's degree in art history, fine arts, museum studies or related field required. Previous

teaching experience through community service work or classroom teaching is necessary. Excellent communication skills (oral and written) required. Knowledge of history of art preferred. Please send cover letter and resume to Ralph D. Jones by August 29, 1985.

Job Number: PA198

\***Position:** Health Associate I  
**Department:** University Health Services  
**Description:** Using health associate-physician approved guidelines, provide primary health care to University students, faculty and staff members. Emphasis is placed on continuity of care, health education, health maintenance and preventive care.  
**Requirements:** NYS RN—PA license and graduate of an accredited NP—PA program required. Experience and professional certification preferred. Please send cover letter and resume to Ralph D. Jones by August 29, 1985.  
 Job Number: PA326

\***Position:** Research Support Specialist II  
**Department:** Animal Science  
**Description:** Supervise and coordinate laboratory operation in a nutritional biochemistry program. Duties include developing analytical methods, experimental designs, data analyses, and data presentation as well as maintaining records and monitoring as required in regard to radioisotopes, animal care and laboratory safety.  
**Requirements:** Bachelor's degree required; Master's degree desirable with training in related aspects of animal science, nutrition, biochemistry and physiology. Ability to perform analytical techniques including RIA, chemical analyses, enzyme analyses and use of radioisotopes. Prior experience working with laboratory and farm animals preferred. Please send cover letter and resume to Cynthia Smithbower by August 30, 1985.  
 Minimum Starting Salary: \$14,170  
 Job Number: PT325

\***Position:** Staff Nurse  
**Department:** University Health Center  
**Description:** Screen, assess and treat outpatients and inpatients at Gennett Health Center. September - May; 9 month appointment.  
**Requirements:** New York State Registered Nurse's license. Recent experience required. Emergency room, hospital or outpatient nursing experience is desirable. Good interpersonal and communication skills. Please send cover letter and resume to Ralph D. Jones by August 29, 1985.  
 Job Number: PA329

\***Position:** Administrative Supervisor  
**Department:** Uris Library  
**Description:** Responsible for total administration of Media Rooms with 1 full-time staff member and 10-14 student assistants; select hardware and software; plan and formulate procedures and policies; participate in cataloging Media Room materials. Other duties as assigned.  
**Requirements:** Bachelor's degree or equivalent. Light typing. Some experience with and technical aptitude for handling audio visual equipment and materials required. Managerial and supervisory experience in an office or academic setting and familiarity with catalog procedures desirable. Please send cover letter and resume to Michele Draiss by August 30, 1985.  
 Minimum Starting Salary: \$14,170  
 Job Number: PC323

\***Position:** Engineering Teaching Lab Supervisor (Repost)  
**Department:** Mechanical & Aerospace Engineering  
**Description:** Responsible for developing and updating manufacturing-related laboratory experiments in consultation with faculty. Instruct and supervise the instruction of these experiments by teaching assistants to students in mechanical engineering and other engineering fields.  
**Requirements:** Bachelor's degree in mechanical or manufacturing engineering or equivalent. Experience in machine shop practice and a working knowledge of electronic devices and instrumentation. Instructional and supervisory experience is desirable. Interest in computer-controlled machine tools, robotics, etc. Please send cover letter and resume to Cynthia Smithbower.  
 Job Number: PT1912

**Position:** Senior Technical Consultant  
**Department:** Computer Services: Academic Computing  
**Description:** Provide teaching and consulting support for statistical computing applications. Consult on the use of statistical methods; help users interpret statistical re-

sults. Diagnose problems users may have with hardware and software; help users select hardware and software configurations that are suitable for their data analysis needs.

**Requirements:** Master's degree in statistics or related area or equivalent. Extensive coursework and/or experience applying statistical methods to social science research applications preferred. Programming experience to include at least one high level language; expertise in a variety of mainframe and microcomputer statistics packages; proficiency in CMS, MVS, and DOS. Please send cover letter and resume to Cynthia Smithbower.  
 Job Number: PT317

**Position:** Applications Programmer-Analyst II  
**Department:** Division of Summer Session, Extramural Study and Related Programs  
**Description:** Design, develop, modify, implement and document applications software on IBM PC, IBM PCXT, as well as on interactive system (University mainframe system). Provide consulting, programming and documentation support to less experienced users and programmers.

**Requirements:** Bachelor's degree or equivalent. Related computer courses. Considerable knowledge of and applications for Division's microcomputer hardware and software as well as Cornell's mainframe system including database management systems (ADABASE), statistical package (SPSS-X), mainframe utility programs, JCL, batch processing for institutional research efforts. Good interpersonal and communication skills required. Please send cover letter and resume to Cynthia Smithbower by August 23, 1985.

Minimum Starting Salary: \$18,000

Job Number: PT316

**Position:** Program Coordinator  
**Department:** Division of Summer Session, Extramural Study and Related Programs - Programs in Professional Education  
**Description:** Logistical administration of short professional programs for adults offered both on and off campus; develop budgets; assist with planning strategies and program evaluations; secure facilities and services; coordinate and schedule programs, oversee mailings and registration. Some travel required.

**Requirements:** Bachelor's degree or equivalent required. Knowledge of Cornell desirable. Two to three years office or administrative experience. Experience in coordinating complex, fast-paced events and program management. High level of interpersonal and organizational skills. Familiarity with accounts and budgeting. Please send cover letter and resume to Ralph D. Jones by August 23, 1985.

Job Number: PA312

**Position:** Student Development Specialist III  
**Department:** ILR Student Services  
**Description:** Works cooperatively in joint activities with colleagues and has responsibility for academic advising, data analysis and interpretation, student services program planning and development, and serves as a member of the admissions selection committee.

**Requirements:** Master's degree in student personnel, counseling, or equivalent experience. Three years experience as an academic advisor or counselor in a four year college or university. Please send cover letter and resume to Ralph D. Jones by August 23, 1985.

Job Number: PA319

**Position:** Dining Supervisor (Two positions)  
**Department:** Cornell Dining  
**Description:** Supervise the daily operation of a dining unit, including the purchasing and storage of food and supplies, maintenance of equipment, planning menus and preparation and dispensing of food.

**Requirements:** Associate's degree or equivalent combination of education and experience is necessary. One year food service supervisory experience. Some knowledge of food and health codes is desirable. Please send cover letter and resume to Ralph D. Jones by August 23, 1985.

Job Numbers: PA314, PA315

**Position:** Hungry Bear Deli Manager  
**Department:** Unions & Activities  
**Description:** Coordination of evening diner service and supervision and training of student employees. Responsible for inventory purchasing, daily maintenance of area, pricing of items for resale, monthly reports. 10 month appointment. Monday - Saturday, 9:00pm - 3:30am.

**Requirements:** Bachelor's degree or equivalent preferred. Managerial and supervisory experience. Experi-



# Job Opportunities

Continued from Page 5.

essary. Please send cover letter and resume to Ralph D. Jones.

Job Number: PA284

**Position:** Director of Student Aid Fund Raising  
**Department:** University Development  
**Description:** Senior fundraiser responsible for student—financial aid fundraising. Coordinates University-wide financial aid fundraising initiatives seeking large individual gifts from individuals, corporations, and foundations.

**Requirements:** Bachelor's degree or equivalent. Five years of broad based development experience preferably in higher education. Knowledge of and ability to articulate contemporary financial aid issues at a major college or university. Please send cover letter and resume to Ralph D. Jones by August 23, 1985.

Job Number: PA289

**Position:** Director, Northeast Regional Office  
**Department:** Public Affairs Regional Offices - Wellesley, Mass.

**Description:** Plan, organize and direct a comprehensive regional Public Affairs program representing the University in its Alumni Affairs, Development, Public Relations and Alumni Secondary Schools activities. Recruit, train and manage an extensive alumni volunteer regional network in close coordination with the University's central public affairs and college programs.

**Requirements:** Bachelor's degree required. 3-5 years of experience in public affairs, development and—alumni relations in higher education or a closely related field. Demonstrated managerial ability. Must have high initiative and self starting ability, good organizational skills, and the ability to relate to a wide range of individuals. Please send cover letter and resume to Ralph D. Jones.

Job Number: PA272

**Position:** Staff Architect

**Department:** Facilities Engineering

**Description:** Perform architectural design and drafting services for University renovations. Consult, discuss, review and advise clients regarding construction design plans and cost estimates. Independently undertake in-house projects and assist on major projects.

**Requirements:** Bachelor of Architecture or equivalent. 3-5 years' experience in building renovation designs. Organizational and interpersonal skills necessary. Excellent oral and written communication skills required. Please send cover letter and resume to Ralph D. Jones.

Job Number: PA271

**Position:** Campaign Manager (Repost)

**Department:** Johnson Graduate School of Management

**Description:** Responsible for the day to day operation of JGSM's capital fund raising plan and be principal liaison among JGSM, central University Development staff and Campaigns' Steering Committee. Additional responsibilities will include planning, directing and executing the overall coordination of campaign fund raising for JGSM, preparing budgets, developing operating plans and fund raising strategies.

**Requirements:** Bachelor's degree or equivalent is necessary. Candidates must have five years fund raising experience with specific capital campaign experience and experience with volunteer development. Please send cover letter and resume to Ralph D. Jones by August 23, 1985.

Job Number: PA038

## Clerical

All applicants interested in positions requiring typing must take an official University test. Tests are given on Monday and Wednesday at 10:00 A.M. in Room 337, Statler Hall. Please contact Staffing Services for an appointment.

Current Cornell employees should submit an employee transfer application, resume and cover letter. Outside applicants for clerical positions should submit an employment application, resume and take a Cornell University typing test (please contact the receptionist at 256-5226 for an appointment). Applications and resumes typically remain active for three months; typing test scores remain on file for one year. The clerical section uses an automatic referral system; applicants are referred to positions for which they are considered qualified and competitive. Unless otherwise advertised, requests to be referred to a specific position will not be accepted. Applicants who are referred to a department for review will be contacted by the department if an interview is necessary.

**NOTE:** Outside applicants with training and—experience in the following areas are encouraged to apply: typing, word processing, data entry and accounting.

\***Position:** Office Assistant, GR19

**Department:** Graduate School - Admissions Office  
**Description:** Process graduate admissions applications, admissions decisions, and other actions as authorized; maintain manual and computerized records; provide information to applicants and faculty; type correspondence.

**Requirements:** High school diploma or equivalent; Associate's degree preferred. Medium typing. Word processing or computer experience helpful. Strong organizational, interpersonal and communication (written and oral) skills desirable. Attention to detail and accuracy. Ability to work independently and under pressure. Must be able to handle confidential material with discretion.

Minimum Starting Salary: \$11,570

Job Number: C3216

\***Position:** Museum Education Assistant, GR19

**Department:** Johnson Museum

**Description:** Assist in planning, teaching and documenting museum-school workshops for elementary and secondary grades; conduct tours of museum collection and exhibitions; and assist with conducting special museum related public programs.

**Requirements:** Bachelor's in fine arts, history of art, art education, museum studies or related field or equivalent.

Previous teaching experience with children necessary.

Minimum Starting Salary: \$11,570

Job Number: C3210

\***Position:** Secretary, GR19

**Department:** Electrical Engineering

**Description:** Provide secretarial and administrative support to research group. Assist in preparation of research proposals; maintain and monitor financial status of research accounts; extensive foreign and domestic travel arrangements; typing technical papers and correspondence.

**Requirements:** Associate's degree or equivalent. Heavy typing. Minimum 3 to 5 years experience. Excellent organizational, administrative and interpersonal skills. Experience with mini and microcomputers and word processing.

Minimum Starting Salary: \$11,570

Job Number: C323

\***Position:** Secretary, GR18 (Repost)

**Department:** Theoretical & Applied Mechanics

**Description:** Provide secretarial and receptionist support for the main office. Type manuscripts, proposals, correspondence, and course materials; photocopy; course registration; sort and post mail for several faculty. Other duties as assigned.

**Requirements:** High school diploma or equivalent. Business or secretarial school desirable. Heavy typing. Technical typing (equations) and word processing (Xerox 860) skills essential. IBM PC experience helpful. Minimum 1 to 3 years experience. Excellent organizational, interpersonal and communication (written and oral) skills.

Minimum Starting Salary: \$10,920

Job Number: C2918

\***Position:** Senior Records Assistant, GR18

**Department:** Acquisitions - Olin Library

**Description:** Process books received on standing order; search of extended procurement orders; search and input new books of various languages into RLIN database. Other duties as assigned.

**Requirements:** High school diploma or equivalent. Medium typig. Ability to work independently. Previous library experience. Knowledge of one foreign language. Experience with automated systems desirable.

Minimum Starting Salary: \$10,920

Job Number: C327

\***Position:** Secretary, GR18

**Department:** Ecology and Systematics

**Description:** Provide secretarial support for several department faculty. Type correspondence, course work, manuscripts, statistical charts, etc.; answer telephones; serve as department mail coordinator; perform other supporting functions.

**Requirements:** High school diploma or equivalent. Business or secretarial school desirable. Heavy typing. Minimum 2 to 4 years secretarial experience. Word processing (Xerox 860) highly desirable. Strong organizational, communication, and interpersonal skills. Ability to work independently and under pressure.

Minimum Starting Salary: \$10,920

Job Number: C329

\***Position:** Secretary, GR18

**Department:** International Student Office

**Description:** Serve as office receptionist and provide secretarial support for several staff members. Refer foreign students to appropriate staff members for assistance; word processing using IBM PC; file. Other duties as assigned.

**Requirements:** High school diploma or equivalent. Business or secretarial school preferred. Medium typing. Experience in dealing with public. Ability to work under pressure and many interruptions.

Minimum Starting Salary: \$10,920

Job Number: C3215

\***Position:** Office Assistant, GR16

**Department:** Physical Education & Athletics

**Description:** Assist in daily operation of indoor tennis courts. Work with court reservation system, daily sales reports and deposits; oversee part-time employees; customer relations. Full-time, regular; 8 month position.

**Requirements:** High school diploma or equivalent. Light typing. Minimum 1 to 2 years successful experience in cash handling, record keeping and supervision. Must have proven ability to work well with the public.

Minimum Starting Salary: \$9,874

Job Number: C3212

\***Position:** Records Assistant, GR16

**Department:** Catalog - Olin Library

**Description:** File and type cards; input bibliographic records in RLIN system in Catalog Maintenance section of the Catalog Department; proofread and make corrections. Other duties as assigned.

**Requirements:** High school diploma or equivalent. Medium typing. Ability to do detailed work with skill and accuracy. Previous library experience desirable. Good interpersonal and organizational skills.

Minimum Starting Salary: \$9,874

Job Number: C3211

**Position:** Administrative Aide, GR22

**Department:** Public Affairs Regional Offices (Metro New York Office - Off Campus)

**Description:** Supervise and coordinate the support systems of the regional office. Train support staff; implement office policies and procedures including review of equipment needs and supplies; monitor internal financial practices; and serve as Secretary to the Director.

**Requirements:** Associate's degree desirable or equivalent experience in a public affairs office. Medium typing. Minimum three to five years office experience. Knowledge of university public affairs desirable. Excellent organizational, interpersonal and systems orientation skills.

Minimum Starting Salary: \$13,667

Job Number: C3017

**Position:** Secretary, GR20

**Department:** Chemical Engineering

**Description:** Provide secretarial and administrative support to Director. Draft letters and answer routine correspondence; type highly technical proposals; assemble information necessary for grant proposals and oversee completion of research proposals conforming to requirements of funding agency; make travel arrangements for Director and—visitors; maintain publications and grant files, research library, reprint files and respond to requests for reprints; assist in coordinating activities for Faculty Awards Committee and arrangements for 3-5 major meetings or conferences each year.

**Requirements:** Associate's degree or equivalent. Heavy typing. Minimum two to three years experience. Knowledge of word processing equipment necessary. Ability to work in a highly active environment with ability to set priorities. Excellent organizational, interpersonal and communication skills.

Minimum Starting Salary: \$12,209

Job Number: C3112

**Position:** Research Aide, GR20

**Department:** Classics

**Description:** Operate optical scanner. Process texts provided by faculty and graduate students of the College of Arts and Sciences; train others to use the scanner; schedule users; organize copies of material scanned for public domain library. One year position.

**Requirements:** Bachelor's degree in humanities, classics, history, or related field or equivalent. Word processing experience. Knowledge of Greek and other languages. Excellent organizational and interpersonal skills.

Minimum Starting Salary: \$12,209

Job Number: C314

**Position:** Secretary, GR19 (Repost)

**Department:** Public Affairs - Engineering College

**Description:** Provide administrative and secretarial support for the Director of Public Affairs, the Alumni Assistant and the Dean of the College of Engineering. Manage complex data file system; prepare vouchers and maintain alumni dues membership files; make travel arrangements; plan and execute large mailings to alumni; oversee work study student on occasion.

**Requirements:** High school diploma or equivalent. Associate's degree or equivalent desirable. Medium typing. Related word processing or IBM Displaywriter experience essential. Strong organizational, interpersonal and written and verbal communications skills required. Minimum of two years secretarial experience. Ability to work independently. Confidentiality essential.

Minimum Starting Salary: \$11,570

Job Number: C169

**Position:** Accounts Assistant, R19

**Department:** Bursar's Office

**Description:** Perform duties involved with the maintenance of the Student Finance and Cornellcard billing systems. Duties include direct contact with students, parents and other Cornell departments in person, telephone and written correspondence concerning student account billings; process adjustments and other transactions to students' accounts; reconcile accounting statements; process deposits, vouchers, and journal entries.

**Requirements:** Associate's degree or equivalent experience in business. Light typing. Minimum two years experience in business. Excellent organizational, interpersonal and communication skills.

Minimum Starting Salary: \$11,570

Job Number: C313

**Position:** Personnel Assistant, GR18

**Department:** University Personnel Services

**Description:** Provide staff support in recruitment for non-academic positions; review and organize applications and employee transfers; arrange interviews; maintain and organize related files, records and statistics; provide information to departments and applicants on open positions, employment procedures and policies; type memos, reports and correspondence; refer materials and perform special projects.

**Requirements:** High school diploma or equivalent. Associate's degree or equivalent preferred. Medium typing. Experience in a personnel, client services or business setting. Demonstrated verbal communication and interpersonal skills essential. Knowledge of Cornell University helpful. Good organizational skills.

Minimum Starting Salary: \$10,920

Job Number: C3124

**Position:** Administrative Secretary, GR18

**Department:** Alumni Affairs

**Description:** Provide secretarial support for the Director of Class Affairs. Answer phone; type; file; arrange travel; assist Director in preparation of annual alumni events.

**Requirements:** High school diploma or equivalent. Medium typing. Minimum two years office experience. Good organizational and communications skills. Ability to work under pressure.

Minimum Starting Salary: \$10,920

Job Number: C3111

**Position:** Office Assistant, GR18

**Department:** Engineering Placement Office

**Description:** Assist the Administrative Aide with secretarial and clerical duties. File; handle mail; type; word processor; copy; serve as receptionist for employers, students, and staff; answer questions regarding interview sign-up procedures and similar job-hunting concerns; provide administrative support for the on-campus interviewing program. Nine month appointment, September-May.

**Requirements:** High school diploma or equivalent. Business or secretarial school desirable. Medium typing. Placement office-related experience and skills desirable. Excellent communication skills (written and oral) essential. Strong organizational ability. Interest in working with students.

Minimum Starting Salary: \$10,920

Job Number: C3110

**Position:** Secretary, GR18

**Department:** Cooperative Extension Administration

**Description:** Provide secretarial support for two program coordinators and backup for two program coordinators. Transcribe and type correspondence, letters, speeches, etc.; handle mail; answer questions; arrange appointments and travel. Other duties as assigned.

**Requirements:** High school diploma or equivalent.

Business or secretarial school desirable. Heavy typing. Minimum two years office experience. Knowledge of Xerox 860 and—computer. Accurate typing skills. Ability to work as a team member and be flexible.

Minimum Starting Salary: \$10,920

Job Number: C319

**Position:** Department Secretary, GR18

**Department:** Music

**Description:** Provide secretarial and receptionist support for department; assist the Director of Undergraduate Studies as Undergraduate Field Secretary; type; file; answer phones; operate office machines. Other duties as assigned. 10 month, full-time appointment.

**Requirements:** High school diploma or equivalent. Business or secretarial school desirable. Medium typing. Minimum two years secretarial experience. Excellent organizational skills. Receptionist and telephone skills. Knowledge of office machines.

Minimum Starting Salary: \$10,920

Job Number: C311

**Position:** Word Processor Operator, GR18

**Department:** Agricultural Engineering

**Description:** Provide typing support using Micom word processing equipment. Keyboard, revise and play back manuscripts, proposals, newsletters, directories; type variable correspondence and some classwork from various forms of materials including handwritten copy, drafts, cut and paste work and dictated materials.

**Requirements:** High school diploma or equivalent. Business or secretarial school desirable. Heavy typing. Minimum two to three years secretarial experience. Good knowledge of English usage and word processing equipment.

Minimum Starting Salary: \$10,920

Job Number: C318

**Position:** Senior Records Assistant, GR18

**Department:** Catalog - Olin Library

**Description:** Provide support for catalog process through pre-catalog searching; process added copies and added location material; locate in-processing items; search on-line database. Other duties as assigned.

**Requirements:** Associate's degree, two years of college or equivalent. Light typing. Previous library technical services experience. Good organizational, interpersonal and communication skills. Ability to do detailed work accurately.

Minimum Starting Salary: \$10,920

Job Number: C3122

**Position:** Special Collections Assistant, GR18

**Department:** History of Science (Icelandic) - Olin Library

**Description:** Working hours evenly divided between Icelandic and History of Science Collections; will assist in full range of activities performed by departments: bibliographic searching; reading room supervision; catalog maintenance; secretarial support; shelf books and stack maintenance; information assistance; record keeping. Other duties as assigned.

**Requirements:** Bachelor's degree or equivalent in an appropriate field. Medium typing. Previous work experience in an academic library preferred. Ability to work independently. Good organizational and communication skills. Attention to detail.

Minimum Starting Salary: \$10,920

Job Number: C3116

**Position:** Research Aide, GR17

**Department:** Natural Resources

**Description:** Provide a variety of support services to five professional research and extension staff. Prepare tables and figures for reports; coding; clerical assistance and grading of the Woodland Management Home Study Course.

**Requirements:** Associate's degree or equivalent preferably in natural resources or related field. Coding and figure preparation. Familiarity with computers, especially output for tabulation from SPSSX and SAS, and micro-computer experience using WordStar.

Minimum Starting Salary: \$10,366

Job Number: C317

**Position:** Office Assistant, GR17

**Department:** Graduate School

**Description:** This position is the Communications Center for the Graduate School, both telephone switchboard and mail. Receive incoming calls and determine the routing to appropriate offices; prepare and distribute all incoming and outgoing U.S. and campus mail.

**Requirements:** High school diploma or equivalent education. Excellent communication and public relations skills are essential. Ability to organize functions and work under pressure while maintaining professional manner of contact with public.

Minimum Starting Salary: \$10,366

Job Number: C3120

**Position:** Secretary, GR17

**Department:** Human Ecology Student Services

**Description:** Serve as a primary contact for students and faculty visiting the Office of Student Services. Answer inquiries; make appropriate referrals; maintain and distribute information; act as a receptionist and secretary for four staff members; assist staff in carrying out program functions of the office including job placement of graduating seniors, orientation of new students, services for minority students organizations.

**Requirements:** High school diploma or equivalent. Medium typing. Experience working in a people-oriented environment. Ability to handle several tasks simultaneously. Good typing skills. Word processing experience preferred. Computer capability helpful. Interest in student services.

Minimum Starting Salary: \$10,366

Job Number: C3115

**Position:** Interlibrary Services Assistant, GR16

**Department:** Interlibrary Services - Olin Library

**Description:** Identify articles within publications to be photocopied for Interlibrary loan; review completed photocopy; prepare invoices; compile statistics; file lending photocopy and search lending requests. Other duties as assigned.



Requirements: High school diploma or equivalent; some college coursework desirable. Light typing. Work experience in a library or office desirable. Ability to work under pressure while maintaining accuracy.  
Minimum Starting Salary: \$9,874  
Job Number: C3118

Position: Editorial Assistant, GR18  
Department: University Press  
Description: Act as assistant to acquisitions editor responsible for acquisition, development and maintenance of scholarly books; type; file; answer phones. Other duties as assigned. Two-year renewable appointment.  
Requirements: Associate's degree or equivalent preferred. Heavy typing. Some clerical or secretarial experience. Prior experience with book publishing helpful.  
Minimum Starting Salary: \$10,920  
Job Number: C305

Position: Secretary, GR18  
Department: Student Employment Office - Cornell Tradition  
Description: Maintain records, files and on-line, for the Cornell Tradition and Off-Campus Job Location and Development. Provide information on these programs to the public; oversee and train student employees; provide secretarial support for the Assistant Directors.  
Requirements: High school diploma or equivalent. Business or secretarial school desirable. Medium typing. Minimum one to three years experience. Experience with IBM displaywriter and/or computer terminal preferred. Good interpersonal and communication (written and oral) skills.  
Minimum Starting Salary: \$10,920  
Job Number: C3014

Position: Secretary, GR18  
Department: Human Development & Family Studies  
Description: Secretary to approximately 5 faculty members. Heavy typing of correspondence, articles and class materials; phone coverage; travel arrangements and appointment scheduling.  
Requirements: High school diploma or equivalent. Business or secretarial school desirable. Medium typing. Strong typing skills. Ability to work under pressure. Experience with word processing desirable. Excellent organizational, interpersonal and communication (written and oral) skills.  
Minimum Starting Salary: \$10,500  
Job Number: C3013

## General Service

\*Position: Media Technician, GR21  
Department: Media Services  
Description: Operate various types of broadcast and instructional color television cameras and related television equipment in a professional manner. Assist as needed in the production of educational, instructional, and documentary television productions under the leadership of the project producer and/or director. Monday - Thursday, 8:00 am - 5:00 pm; Friday, 8:00 am - 4:00 pm.  
Requirements: Must have completed undergraduate degree in television production or related field or equivalent experience in broadcast or educational television may be substituted. Demonstrated experience in television or film camera operation. Willingness and availability to work erratic hours including occasional weekends and evenings. Knowledge of television graphics preparation, still photography, audio recording, and stagecraft techniques very helpful. Employee may be asked to assist in the related departments of film and radio.  
Minimum Starting Salary: \$12,968  
Job Number: S327

\*Position: Vehicle Mechanic, SO20  
Department: CU Transit, Inc. (Endowed)  
Description: Repair and maintain heavy equipment, drive bus on-campus and charters. Summer, 7:30 am - 4:18 pm; Winter, 12:00 noon - 9:00 pm; Thursday - Saturday.  
Requirements: High school diploma or equivalent. Three years mechanical experience, familiarity with heavy equipment, bus driving, able to pass driver physical. Must obtain NYS Class II driver's license within 3 months.  
Minimum Starting Salary: \$5.54—hour  
Job Number: S328

\*Position: Animal Attendant, SO19  
Department: Poultry & Avian Sciences (Statutory)  
Description: Responsible for health, welfare and daily care of research laboratory animals being raised and maintained in support of genetics, physiology, nutrition, food science and extension research projects; experienced in facilities and equipment maintenance. Supervise individuals in the collection and recording of experimental data for individual research projects.  
Requirements: High school diploma or equivalent. Associate's degree in animal health field helpful. Must have or be able to acquire certified animal technician's certification, and pesticide applicators certificate. Supervisory experience helpful. Two or more years experience in working with poultry in a research facility required. Ability to lift and carry 100 lbs. and New York State driver's license necessary.  
Minimum Starting Salary: \$5.74—hour  
Job Number: S323

\*Position: Custodian, SO18  
Department: Statler Inn (Endowed)  
Description: Responsible for the supervision of Guest Services custodians, with authority to delegate tasks and responsibilities under the direction of the Guest Services Supervisor. Responsible for the daily inspection of all guest rooms. Five days per week includes weekends; hours vary.  
Requirements: High school diploma or equivalent. Minimum of one year room attendant (housekeeping) experience; supervisory experience; strong interpersonal skills.  
Minimum Starting Salary: \$4.98—hour  
Job Number: S321

\*Position: Cook, SO18  
Department: Residence Life (Endowed)  
Description: Clean, prepare and cook food for University-owned fraternity. Clean all food preparation areas, cooking areas, and assist in keeping storerooms and refrigerator sanitary. Aid student steward in menu-planning and food purchase as needed. Must be able to work with little supervision and with student volunteers. Ability to supervise student helpers preferred.  
Requirements: Ability to follow recipes accurately, operate standard food preparation and cooking equipment. Experience in large quantity preparation is essential. Some years experience as a cook. Good organizational skills.  
Minimum Starting Salary: \$4.98—hour  
Job Number: S322

\*Position: Printing Assistant, SO17  
Department: Graphic Arts Services (Endowed)  
Description: Process US and campus mailings for Cornell. Must become knowledgeable of current U.S. Postal Regulations. Operate various postal and mail handling machines. Perform routine maintenance on this equipment. Other relevant print shop assignments as needed. Considerable standing involved.  
Requirements: High school diploma or equivalent. Some experience with postal regulations and ability to operate various makes of addressing, mailing, stuffing and sorting machines.  
Minimum Starting Salary: \$4.69—hour  
Job Number: S326

\*Position: Sales Assistant, GR17  
Department: Campus Store  
Description: Assist Manager of Computer Department with the sales promotion of computer related products. Supervise and manage the department in the absence of the Manager. Monday -Friday, 8:30 am - 5:00 pm; every 3rd Saturday, 10:00 am - 2:00 pm.  
Requirements: Must have completed a minimum of four years course work related to computer applications. Previous selling of software in a retail environment required; previous supervisory experience. Hands on experience working with the IBM PC, Apple Macintosh, DEC Rainbow and Hewlett Packard computers. Strong leadership qualities and good communication skills necessary.  
Minimum Starting Salary: \$10,366  
Job Number: S325

Position: Print Machine Operator, SO23  
Department: Graphic Production Services - Endowed  
Description: Operate various models, types of printing presses, auxiliary printing equipment and perform other operations associated with complete printing operations. Responsible for above average quality and production levels.  
Requirements: High school diploma and formal training in graphic arts procedures is desirable. Minimum three years on-the-job training in relevant printing skills. Formal training can be substituted for part of this requirement. Ability to perform highly detailed work; ability to lift up to 60 lbs.  
Minimum Starting Salary: \$6.61—hour  
Job Number: S316

Position: University Service Officer, CUSEU, Grade 2, GR21  
Department: Public Safety  
Description: Responsibilities include prevention and detection of criminal behavior; external and internal patrol of University property within his or her area for fire, safety and crime hazards; enforcement of parking regulations occurring on the property of Cornell University.  
Requirements: High school diploma or equivalent. Further formal education, training and/or experience in the law enforcement field preferred. Satisfactory completion of basic University Service Office training. Knowledge of Cornell University rules and regulations; U.S. citizenship; eyesight 20—40 corrected to 20—20; no record of convictions other than minor traffic infractions; NYS driver's license; ability to obtain a NYS pistol permit within 90 days of employment. Must pass physical examination.  
Minimum Starting Salary: \$6.06—hour  
Job Number: S314

Position: Animal Technician, GR18 (Two positions)  
Department: Laboratory Animal Services  
Description: Responsible for daily care of laboratory animals, including proper care and feeding, providing fresh water and exercise, the general cleaning and maintenance of cages, pens and environment. Maintain Laboratory Animal Identification, inventories and breeding charts.  
Requirements: High school diploma or equivalent required; Associate's degree in animal science preferred. Some animal handling experience desirable. Assistant Animal Certification helpful. Must be able to live 100 lbs.; pre-employment physical required.  
Minimum Starting Salary: \$10,920  
Job Number: S312, S313

Position: Assistant Cook, SO18  
Department: Cornell Dining - Endowed  
Description: Assist in preparation, garnishing and service of all hot foods. Prepare some hot food under the supervision of the Cook, Chef or Supervisor. Monday - Friday, 40 hours per week.  
Requirements: High school diploma or equivalent and at least 6 months related experience. Knowledge of hot food production. Familiarity with cooking equipment.  
Minimum Starting Salary: \$4.98—hour  
Job Number: S315

Position: Illustrator, GR18 (Repost)  
Department: Institute for the Study of the Continents  
Description: Provide drafting for various projects within the Institute, mainly line drawings, mapping, figures and some computer generated graphics. Create displays, general assistance on research projects and other assignments.  
Requirements: High school diploma or equivalent; some college background in geology preferred. Technical drafting experience essential.  
Minimum Starting Salary: \$10,920  
Job Number: S253

Position: Custodian, SO16  
Department: Residence Life - Endowed  
Description: Provide general maintenance and custodial care of buildings and grounds in immediate vicinity of assigned area. Monday - Friday, 7:30 - 4:00 p.m.  
Requirements: Ability to use a variety of heavy power operated equipment, climb an 8' ladder and lift 50 lbs.  
Minimum Starting Salary: \$4.47—hour  
Job Number: S311

Position: Custodian, SO16  
Department: Unions & Activities - Endowed  
Description: Provide general maintenance and custodial care of buildings and grounds in immediate vicinity of assigned area. Monday - Friday, 7:30 - 4:00 p.m.  
Requirements: Ability to use a variety of heavy power operated equipment, climb an 8' ladder and lift 50 lbs.  
Minimum Starting Salary: \$4.47—hour  
Job Number: SO317

## Technical

Outside applicants for technical positions should submit an employment application, resume, transcripts and a list of laboratory techniques and equipment, or computer languages and hardware with which you are familiar. This information will be kept active for six months. For each position that you are qualified and wish to be a candidate for, submit a cover letter, including position title, department and job number, to Cynthia Smithbower. Current Cornell employees should submit an employee transfer application, resume and cover letter. Outside applicants with training and/or experience in the following areas are encouraged to apply: biochemistry, chemistry, microbiology, electronics, physics and licensed animal health technicians.

\*Position: Technician, GR20  
Department: Agronomy  
Description: Perform quantitative analysis of soils, plant tissue, water and other materials.  
Requirements: Bachelor's degree in chemistry or related science with coursework in analytical chemistry; or Associate's degree with extensive experience. Proficiency in wet-chemical preparation and analytical laboratory techniques essential. Experience with atomic absorption spectroscopy, colorimetry and other routine lab instrumentation essential. Experience with Technicon Auto Analyzers and CHN elemental analysis desirable.  
Minimum Starting Salary: \$11,739  
Job Number: T324

\*Position: Technician, GR19  
Department: Entomology  
Description: Provide technical assistance in an entomological-parasitological research laboratory by preparing in vitro systems for culture of a human parasite and by aiding in the selection of a filarial susceptible strain of black fly.  
Requirements: Bachelor's degree in biological sciences or related area; some cell-tissue culture experience preferred. Knowledge of sterile techniques helpful.  
Minimum Starting Salary: \$11,570  
Job Number: T327

\*Position: Technician, GR19  
Department: Biochemistry, Molecular & Cell Biology  
Description: Provide technical support involving production of monoclonal antibodies and tissue culture assays. 20 to 39 hours per week.  
Requirements: Bachelor's degree in biology or a related area. Some experience in tissue culture work essential. Apply by August 30, 1985.  
Minimum Starting Salary: \$11,570  
Job Number: T329

\*Position: Technician, GR19  
Department: Poultry and Avian Sciences  
Description: Perform research in the area of animal biotechnology with a view toward identifying and manipulating genetic regions that may influence growth, productivity, and disease resistance of domestic animals. Projects include studies of gene dosage effects on development, locating genes on chromosomes, determining blood types, studies on growth and viability of animals and computerization of breeding experiments.  
Requirements: Bachelor's degree in biology, chemistry, or animal science with emphasis on cytotechnology, histology and biochemistry. Applicants must be comfortable in a laboratory setting that includes sophisticated instrumentation for biology and chemistry research and be able to prepare reagents such as buffers. Familiarity with microscopes, photography, and microcomputers (Apple IIe) desirable. Must be interested in learning new techniques and be comfortable working independently in a lab setting. Some experience in animal handling desirable.  
Minimum Starting Salary: \$11,125  
Job Number: T321

\*Position: Technician, GR19  
Department: Avian & Aquatic Animal Medicine - Woods Hole, MA  
Description: Assist in preparation for and performance of microbiological techniques necessary for diagnosis and research in aquatic animal diseases.  
Requirements: Bachelor's degree or better in skills related to aquatic animal medicine, microbiology and related sciences. Experience with diagnostic, research or educational methods employed in the study of microbiological agents of aquatic animal diseases.  
Minimum Starting Salary: \$11,125  
Job Number: T325

\*Position: Technical Assistant, GR17  
Department: Natural Resources - Bridgeport, NY (Off Campus)  
Description: Assist in weekly limnological field collections, organize lab for chemical analyses, perform chemical analyses on water samples, and assist in both laboratory and field experiments.  
Requirements: Bachelor's degree in biology, natural resources, or related field. Coursework in limnology (both lecture and lab) desirable. Computer skills preferred.

Minimum Starting Salary: \$9,967  
Job Number: T323

Position: CHESS Operator, GR24  
Department: CHESS - Applied & Engineering Physics  
Description: Provide technical assistance to users of six experimental beam lines at the Cornell High Energy Synchrotron Source. Responsible for the development and maintenance of x-ray instruments, both hardware and software. Supervise the enforcement of various safety codes. May assist in experimental programs. Shift work.  
Requirements: Bachelor's degree in physics or a similar technical field. Good mechanical and lab skills.  
Minimum Starting Salary: \$15,370  
Job Number: T313

Position: Technician, GR22  
Department: Section of Plant Biology  
Description: Duties will involve the application of recombinant DNA techniques, including screening and isolating recombinant clones, extraction, electrophoresis and sequencing of nucleic acids; collection of plant material; ordering of laboratory supplies; and record keeping.  
Requirements: Bachelor's degree with laboratory experience in molecular biology. Ability to work independently. Some experience in molecular biology essential. Apply by August 23, 1985.  
Minimum Starting Salary: \$13,667  
Job Number: T315

Position: Technician, GR20  
Department: Agronomy  
Description: Perform quantitative analysis of soil extracts using atomic absorption spectrophotometers, automated titrimeter, technician systems and some colorimetric methods. Calculate and record results, prepare reagents and standards, and perform routine maintenance on instruments.  
Requirements: Bachelor's degree in chemistry or a related field with one year lab experience. Some atomic absorption spectrophotometer experience preferred. Computer experience desirable but not necessary. Apply by August 23, 1985.  
Minimum Starting Salary: \$12,209  
Job Number: T312

Position: Technician, GR20 (Repost)  
Department: Diagnostic Laboratory  
Description: Perform microbiological and immunological tests on specimens for the detection of MYCOBACTERIUM PARATUBERCULOSIS (Johnes) and other Mycobacterium species. Process specimens for isolation and identification; examine cultures; perform serological assays; maintain laboratory records. Some work with low level radiation (14c).  
Requirements: Bachelor's degree or equivalent with laboratory experience in microbiology or a related field. Basic bacteriology techniques necessary. NYS driver's license required. Apply by August 23, 1985.  
Minimum Starting Salary: \$12,209  
Job Number: T243

Position: Technician, GR19  
Department: Natural Resources  
Description: Assist in field collection and preparation of water samples for analysis. Conduct laboratory analysis. Maintain laboratory and associated equipment. Maintain sample records and data logs.  
Requirements: Bachelor's degree with specialization in ecology, limnology or aquatic chemistry. Two years laboratory experience. Limnological field sampling experience required. Apply by August 23, 1985.  
Minimum Starting Salary: \$11,570  
Job Number: T311

Position: Technician, GR22  
Department: Johnson Graduate School of Management  
Description: Under the direction of the Manager for Academic Computing provide audio-visual services, do AV and computer equipment installation, computer communications wiring, and AV and computer equipment repair.  
Requirements: Associate's degree or equivalent in electronics or related field. Some background in digital and analog electronics, equipment assembly, trouble shooting and repair. Experience with microcomputers, AV equipment, modems, data communications networks desirable. Strong interpersonal skills and service orientation. Apply by August 23, 1985.  
Minimum Starting Salary: \$13,667  
Job Number: T301

Position: Technician, GR20  
Department: Clinical Sciences  
Description: Extract and purify bacterial cell wall antigens. perform blastogenesis tests on leukocytes and various serological tests including ELISA. Assist in laboratory animal studies, especially in processing of tissues for quantitative bacteriology.  
Requirements: Bachelor's degree or equivalent with basic coursework in chemistry, biochemistry, microbiology and immunology preferred. Laboratory experience in microbiology and immunology highly desirable.  
Minimum Starting Salary: \$12,209  
Job Number: T304

## Part-time

\*Position: Information Assistant, GR18  
Department: Reference - Olin Library  
Description: Staff Information Desk four hours a day; help patrons both at desk and on telephone by consulting library catalogs, using variety of library records and directories; verify bibliographic information; refer patrons to librarians when appropriate. Other duties as assigned. Part-time, regular, 20 hours per week to be arranged; some weekends.

Requirements: Bachelor's degree in social sciences or humanities or equivalent. Experience working in an academic library or with verification sources desirable.

Continued on Page 8.



# Job Opportunities

Continued from Page 7.

Strong interpersonal and communication skills. Ability to work as part of a team. Knowledge of at least one foreign language.

Minimum Starting Salary: \$10,920—annual equivalent  
Job Number: C326

\*Position: Office Assistant, GR18

Department: Veterinary Teaching Hospital

Description: Handle admissions to the Small Animal Clinic. Answer telephones; serve as cashier for hospital discharges; close out receipts at the end of the day. Monday - Friday, 3:00 p.m. - 6:00 p.m.; Saturday, 8:00 a.m. - 1:00 p.m.; other times to fill in for absent employees.

Requirements: High school diploma or equivalent. Light typing. Knowledge of medical terminology required. Experience working with people, preferably in a veterinary or medical facility.

Minimum Starting Salary: \$10,920—annual equivalent  
Job Number: C3214

\*Position: CU Building Guard (Security Officer), GR18

Department: Johnson Museum

Description: Responsible for guarding all works of art in the building, following security and safety procedures, communicating with appropriate staff members on a regular basis. Must communicate well with public. Must be available day or evenings for substituting non-scheduled work days and for guarding of special events held at the museum. Thursdays, Saturdays and Sundays, 9:45 am - 5:15 pm.

Requirements: Ability to work with schedules and in a group situation required. Background in the security area helpful. Good interpersonal skills. Able to stand for long periods of time.

Minimum Starting Salary: \$5.11—hour  
Job Number: S329

\*Position: Office Assistant - Publications Coordinator, GR17

Department: Center for International Studies

Description: Handle all CIS publications recordkeeping, shipment, and inventory. Monday - Friday, 9:00 am - 4:00 pm.

Requirements: High school diploma or equivalent; some business courses desired. Medium typing. Minimum 1 to 2 years office experience. Personal computer knowledge helpful.

Minimum Starting Salary: \$10,366—annual equivalent  
Job Number: C3213

\*Position: Audio Visual Aide, GR16

Department: Media Services

Description: Support audio production functions by duplicating audio tapes; operate closed circuit audio video feed system for class lectures; operate studio and remote audio recording equipment; assist in audio and video productions as required; assist in distribution of radio materials. 20 hours per week to be arranged.

Requirements: High school diploma or equivalent. Some experience with audio equipment necessary. Ability to determine quality of audio recordings; mechanical aptitude in working with electronic equipment; ability to interface with clients.

Minimum Starting Salary: \$9,874—annual equivalent

Position: Accounts Assistant, GR18

Department: Veterinary Teaching Hospital

Description: Prepare bills for clients of the Teaching Hospital upon discharge; CRT input; type; copying. Other duties as assigned. Part-time, regular for 6 months (may be renewed). Monday - Friday, variable to total 16 hours; Saturday, 8:00 - 12:00am.

Requirements: High school diploma or equivalent. Business or secretarial school desirable. Heavy typing. Some office experience. Word processing desirable. Excellent organizational and interpersonal skills.

Minimum Starting Salary: \$10,920—annual equivalent  
Job Number: C3114

Position: Accounts Assistant, GR18

Department: Chemistry

Description: Prepare journal vouchers and internal re-billing of telephone charges; maintain master accounts list on personal computer; provide back-up for requisition and invoice processing; provide receptionist support during lunch time. Part-time, regular until August 31, 1986. 25 hours per week - negotiable.

Requirements: High school diploma or one year business school or equivalent experience. Medium typing. Minimum one year general accounting and typing experience. Adding machine, simple calculator skills. Good math logic and basic skills. Personal computer skills desirable. Attention to detail essential.

Minimum Starting Salary: \$10,920—annual equivalent  
Job Number: C3113

Position: Searcher, GR18

Department: Acquisitions - Olin Library

Description: Receive and process incoming South Asian language monographs, serials, and newspapers; maintain large backlog of these materials; search RLIN database and card catalogs for bibliographic information pertaining to these publications. Other duties as assigned. 20 hours per week (time to be arranged).

Requirements: High school diploma or equivalent. Light typing. Good organizational skills. Ability to work independently. Knowledge of South Asian languages desired. Knowledge of automated library system. Some supervisory experience desired.

Minimum Starting Salary: \$10,920—annual equivalent  
Job Number: C3119

Position: Office Assistant, GR18

Department: Risk Management and Insurance

Description: Provide secretarial support for the department. Type; answer phones; maintain office files. Other duties as assigned. 20 hours per week; some flexible.

Requirements: High school diploma or equivalent. Business or secretarial school desirable. Medium typing. Minimum one to two years secretarial experience. Good interpersonal and communications skills needed.

Minimum Starting Salary: \$10,920—annual equivalent  
Job Number: C3121

Position: Secretary, GR17

Department: Unions & Activities

Description: Provide secretarial support for Director, Executive Staff Assistant and Business Manager. Type; copy; transcribe dictation; screen calls; keep inventory and order department office supplies; make travel arrangements; general filing and upkeep of notebooks. Monday - Friday, 9:00am - 3:00pm.

Requirements: High school diploma or equivalent. Ability to work in a busy office. Good telephone and communication skills (written and oral). Experience with dictation and word processor preferred. Ability to work well with students, minority groups and other diverse groups.

Minimum Starting Salary: \$10,366—annual equivalent  
Job Number: C316

Position: Secretary, GR16

Department: Unions & Activities

Description: Transcribe dictation tapes; type; answer phones; file; handle mail; coordinate and schedule student work assignments. Other duties as assigned. Part-time, regular for 8.5 months. Monday - Friday, 9:00am - 1:00pm.

Requirements: Medium typing. Minimum one to two years office experience. Word processing helpful. Knowledge of general office equipment required. Ability to work independently.

Minimum Starting Salary: \$9,874—annual equivalent  
Job Number: C312

## Temporary

TEMPORARY OPPORTUNITIES: Cornell University has an ongoing need for qualified individuals willing to work on a temporary basis. We frequently need individuals to work as word processor operators, secretaries, typists, receptionists, office assistants, account clerks and data entry clerks. Requirements for these positions range from medium to heavy typing, some office—secretarial experience and knowledge of word processing equipment. If you have an interest in working on a temporary basis in the clerical area, please contact Tambi Benzon at 256-5226 ext. 257; in the general service area, please contact Sharon Warunek at 273-1179. Temporary opportunities in the technical field are posted here, and applications are made with a general application, cover letter and resume.

\*Position: Temporary Technical Staff Writer

Department: Food Science

Description: Responsible for library research on specific scientific topics, particularly nutritional aspects of fatty acids; conduct literature searches, and collate publications; summarize scientific publications; assemble written overviews and write summaries. Monday - Friday, 20-30 hours per week to be arranged.

Requirements: Bachelor's or Master's degree in Nutritional—biological sciences—chemistry. Medium typing. Some research experience in appropriate areas. Competence in word processing (IBM). Training and experience in technical writing. Familiarity with IBM PC essential. Please send cover letter and resume to Cynthia Smith-bower by August 30, 1985.

Minimum Starting Salary: \$5.00—hour  
Job Number: T328

\*Position: Temporary Secretary

Department: Media Services

Description: Provide secretarial support for the News and Feature Service. Type; file; answer phones; process mail. Other duties as assigned. Full-time, temporary until February 27, 1986.

Requirements: High school diploma or equivalent. Business or secretarial school desirable. Medium typing. Working knowledge of word processing equipment (preferably Xerox 860) necessary. Some secretarial experience. Strong organizational, interpersonal, and communication (written and oral) skills. Please send cover letter and resume to Tambi L. Benzon by August 22, 1985.

Minimum Starting Salary: \$5.37—hour  
Job Number: C321

\*Position: Temporary Accounts Assistant

Department: Clinical Sciences

Description: Maintain departmental accounting records using automated accounting system. Post transactions to general ledger program; reconcile accounts with official University records. Monday - Friday, 8:00 a.m. - 5:00 p.m.; 6 month position.

Requirements: High school diploma or equivalent. Some college preferred. Medium typing. Familiarity with Cornell Statutory accounting system preferred; knowledge of general office procedures.

Minimum Starting Salary: \$5.20—hour  
Job Number: C325

## Academic

Please contact department directly.

\*Position: Postdoctoral

Department: Pharmacology

Contact: Dr. Clare Fewtrell, Department of Pharmacology, N.Y.S. College of Veterinary Medicine  
Job Number: A321

\*Position: Assistant Professor (several positions)

Department: Chemistry

Contact: Chairman, Faculty Search Committee, Department of Chemistry, Baker Laboratory  
Job Number: A322

\*Position: Software, Datafiles and Monograph Cataloger

Department: A.R. Mann Library

Contact: Carolyn Pyhtila, 201 Olin Library (send resume listing 3 references)  
Job Number: A323

\*Position: Extensive Associate, Regional Extension

Specialist-Poultry

Department: Cooperative Extension Administration,

Regional Cooperative Extension Office, Liberty NY

Contact:

Job Number: A324

\*Position: Part-time ESL Instructor (English as a Second Language)

Department: Modern Languages & Linguistics

Contact: Marilyn Martin, Modern Languages & Linguistics, 323 B Morrill Hall  
Job Number: A324

\*Position: Youth Shelter Training Specialist

Department: Human Development and Family Studies

Contact: Frank Barry, Family Life Development Center, E200 MVR Hall  
Job Number: A325

Position: Senior Research Associate I

Department: International Agriculture

Contact: Kenneth E. Wing, Director.  
Job Number: A311

Positions: Teaching Associates (Five positions)

Department: Mathematics

Contact: Professor Thomas, B-33 White Hall  
Job Number: A313-A317

Position: Assistant-Associate-Full Professor

Department: Entomology

Contact: W. H. Reissig, Department of Entomology, New York State Agricultural Experiment Station, Geneva, NY 14456

Job Number: A312

## Libraries' Orientation Tours Are Scheduled

Orientation tours of Uris and Olin libraries for undergraduate students are scheduled for Saturday, Aug. 24, and weekdays Aug. 26 through 30. The tours, which will last from 30 to 45 minutes, will all start at the Uris circulation desk. Handicapped students needing special tours should call 256-2339.

The time and dates are:

Saturday, Aug. 24, 2 p.m., Uris.

Monday, Aug. 26, 10:30 a.m., Uris & Olin.

Tuesday, Aug. 27, 11:30 a.m., Uris.

Wednesday, Aug. 28, 10 a.m., Uris & Olin.

Thursday, Aug. 29, 4 p.m., Uris.

Friday, Aug. 30, 3 p.m., Uris & Olin.

## 58 Gallons Water Per Person/Day Average, But Can Be Sharply Cut

Water consumption in this country has tripled since the beginning of the century.

Today, the average use per person per day is about 58 gallons of water: two gallons for drinking and cooking; 32 gallons for bathing, washing clothes, and dishwashing; 24 gallons for flushing the toilet.

If you have a swimming pool, add another 24 gallons per person per day. Obviously, there are ways to conserve water.

Lyle S. Raymond Jr., a water resource specialist for Cornell Cooperative Extension in Cornell's Center for Environmental Research, has several suggestions on ways to conserve water at home.

One simple way is to recycle household water — from the clothes washer, dishwasher, and shower. Channel the drain hose from the washers into standing tubs or attach a hose which goes out a window or door to water the lawn or gardens.

If you catch shower water in the bathtub, you can dip it to flush the toilet (put it in the bowl, not the tank), or syphon it through a hose out the window to irrigate the lawn or garden.

You can water plants with rinse water, too. The phosphates in detergents are not harmful to plants. The wash water that contains chemicals such as boron, chlorine, or sodium, however, should not be used to water plants.

Take a shower instead of a bath; baths take 30 to 50 gallons of water; a shower uses 5-15 gallons a minute. When you take a shower, limit yourself to two minutes, or take a navy shower, that is, get wet, shut off the water, lather, then rinse. Shower less frequently.

quently; take sponge baths in between showers.

In the bathroom, turn off the basin tap while shaving, brushing your teeth, or washing your face.

There is no need to flush the toilet every time it is used; every flush uses 5 to 7 gallons of water. Place a plastic quart bottle filled with water in the flush tank to save one quart of water with each flush; do not use a brick in the tank because particles can damage the valves. Do not use the toilet as a trash basket for facial tissues.

Repair faucet drips immediately in both the bathroom and kitchen. Gallons of water can be lost through leaky faucets.

Other ways to conserve water in the kitchen are to run the dishwasher only when it is full; hand wash dishes once a day. Do not run the water continuously while washing dishes. Fill a basin with hot soapy water and another basin with clean hot water to rinse, and wash least dirty dishes first.

Do not operate the disposal which can use as much as two gallons of water per minute; instead, save the garbage for compost for your garden.

Outside, use a bucket of wash cycle water from the clothes or dishwasher to wash your car. Drive the car onto the lawn to rinse it with the hose or rinse cycle water from the washing machines.

Cornell Cooperative Extension recommends that the whole family become involved in discovering ways to save water. Children can be especially imaginative and helpful.

## Boars Performance-Tested Here

A performance test for a group of young boars from New York and neighboring states is under way here for a four-month run, which ends on Aug. 30.

The "Class of '85" consists of 25 pigs, all 80 days old or younger, with their weights ranging from 40 to 65 pounds, according to Troi V. Bui, a swine specialist in the State College of Agriculture and Life Sciences at Cornell. These boars represent four major breeds -- Yorkshire, Hampshire, Landrace, and Duroc.

As the official boar test station for New York state, Cornell annually evaluates boars for their performance in terms of average daily weight gain, feed efficiency, carcass merit, and structural soundness, among other

factors, said Bui, a Cornell Cooperative Extension associate and the manager of the testing program.

"The purpose is to evaluate boars under unbiased, uniform conditions to make these performance-tested boars available to swine breeders," he said.

When boars are raised under a uniform management program, the environmental influences are minimized and any growth differences between pigs under test are considered to be genetic, he said.

Climaxing the four-month test will be an auction of most of the performance-tested boars. The sale will take place Aug. 31 in the Livestock Pavillion.