

JOB	B TITLE:	DATA ASSISTANT
De	partment:	Physician Assistant
	Location:	Linda Chlapaty Hall
Supervis	or Name:	Natalie Weber
Supervis	sor Phone Number:	563.589.3665
Supervis	sor Email:	Nweber@dbq.edu
Respon	Job nsibilities:	Data entry and reports, Handling sensitive personnel and student information, Basic office duties, as required