

113 學年度興大二村男生宿舍服務委員會幹部遴選公告

一、報名時間：04月08日(一)09:00至04月24日(三)12:00止。

二、服務地點：興大二村

三、應繳資料：

(一)報名表格：請自行下載附件或至服務中心領取服務委員遴選報名表

(二)上一學期學業成績單及其它有利於甄選之相關文件。

四、報名方式：應繳資料完備後送至興大二村宿舍服務中心辦理，始完成手續，逾期不候(※繳交資料時可填寫面試時間，每人5分鐘)。

五、遴選面試時間與地點：

(一)面試時間：04月25日(四)09:00-18:00。

(二)面試地點：南棟2樓會議室。

六、遴選結果公告：04月29日(一)上午10:00。

七、新任委員報到時間：04月30日(二)08:30-21:00至服務中心辦理報到(正取者逾期未報到視同放棄資格，服務中心將依序通知候補人員報到，不得異議)。

*網路委員須配合參與宿舍辦理之網路管理培訓。

*新任委員務必參加宿舍舉辦幹部訓練時間5/18(六)08:00-18:00(訓練時間如因特殊事件異動時，將另行通知)。

*服務委員之遴選與考核依「國立中興大學學生宿舍服務委員會委員遴選與考核辦法」辦理(辦法如有異動，將隨時公佈於住輔組最新消息)。

*若有任何問題洽詢興大二村宿舍服務中心(04-22840166)。

興大二村服務中心 113年3月12日

國立中興大學興大二村宿舍服務委員會遴選名額

名 額	<p style="color: red;">主任委員 1 名、副主任委員 1 名/財務委員 2 名/網路委員 3 名/樓層服務委員 14 名、庶務暨設備委員 3 名，共計 24 名。</p> <p>(*服務委員遴選擇優錄取，成績未達標準不足額錄取)</p> <p>(*本次遴選除正取名額外，得增列候補人員 8 名)</p>
資 格	<ol style="list-style-type: none"> 1. 當學年度全體住宿生，包含已錄取本校研究所之畢業生（欲休學、轉學者、準畢業生請勿報名遴選）。 2. 住宿一年以上，對宿舍管理事務具相當體認。 3. 上一學期學科總成績平均不得低於 60 分、操行成績不得低於 80 分。 4. 任期內未擔任學校社團及學生組織重要幹部者。 5. 住宿期間曾被勒令退宿、違規記點記錄三次或逾 15 點以上或曾自願放棄住宿者，不得報名遴選。 6. 財務委員需具記帳經歷或會計背景優先，無經驗亦可。
職 掌	<ol style="list-style-type: none"> 1. 負責管理樓層之秩序及安全維護。 2. 宿舍活動辦理。 3. 傳達住宿輔導組與宿舍服務中心之訊息並執行指派之工作。 4. 負責對管理樓層違反住宿規定者之勸導及記點。 5. 協助宿舍公共區域及環境清潔維護(公布欄及各項公共設施之使用管理維護、公共區域修繕之申請與檢查公共區域清掃情形)。 6. 協助完成住宿生名單核對、普查及各項繳費驗證。 7. 協助辦理學生宿舍開宿、閉宿、暑假離宿之 驗收與各寢室公有財產清點。 8. 協助實施寢室內務檢查與電器安全檢查。 9. 協助辦理學生宿舍車輛管理。 10. 負責學生宿舍每天 1 小時之值班。 11. 寒暑假、例假日及連續假期須輪值。 12. 緊急事故之初步處理與通知。 13. 宿舍車輛管理(含違規車輛處理) <p>(庶務設備工作統籌-車證申請作業、車證補發、輪值安排、公共冰箱管理、簡易加熱區設備管理、廢棄車清理...等相關事宜)。</p>
權 益	<ol style="list-style-type: none"> 1. 保障任期內學生宿舍床位。 2. 期末考核成績獎懲依「國立中興大學學生宿舍服務委員會委員遴選與考核辦法」辦理。 3. 考核及格者頒發服務證明、簽請記功嘉獎。 4. 考核成績達 90 分頒發學生宿舍優秀服務委員獎勵金。

Announcement for the Selection of Dormitory Service Committee Members for Xing-Da 2nd Village Dormitory for the 113th Academic Year

1. Application Period: **From April 8 (Mon) 09:00 to 12:00 on April 24 (Wed), 2024.**

2. Location: Xing-Da 2nd Village Dormitory

3. Required Documents:

(1) Application Form: Please download the attached form or obtain the application form from the service center [Floor Service Committee Member, General Affairs and Equipment Committee Member please fill out the Service Committee Member Selection Application Form / Finance Committee Member please fill out the Finance Committee Member Selection Application Form / Network Management Committee Member please fill out the Network Management Committee Member Selection Application Form]

(2) Transcript from the previous semester and other relevant documents that may be beneficial for the selection process.

4. Application Method: After completing the required documents, submit them to the Xing-Da 2nd Village Dormitory Service Center to complete the procedure. Late applications will not be accepted.

(※ When submitting the documents, you can schedule an interview time, 5 minutes per person).

5. Interview Time and Location:

(1) Interview Time: **April 25 (Thu), 09:00-18:00.**

(2) Interview Location: Conference Room on the 2nd floor of the South Building at Xing-Da 2nd Village Dormitory.

6. Announcement of Selection Results: 10:00 a.m. on April 29 (Mon).

7. On board Time for New Committee Members: April 30 (Tue), 08:30-21:00 at the Service Center (Those who fail to report during this time will be considered as having renounced their positions. The Service Center will then notify the next candidates in order. No objections will be accepted).

· Network Committee Members must participate in the network management training organized by the dormitory.

· New Committee Members must attend the committee member training organized by the dormitory on May 18 (Sat), 08:00-18:00 (If the training time is changed due to special circumstances, a separate notification will be provided).

· The selection and evaluation of Service Committee Members shall be conducted in accordance with the "Regulations for the Selection and Evaluation of Student Dormitory Service Committee Members at National Chung Hsing University" (Any updates to the regulations will be announced on the latest news section of the Student Housing Guidance Division website).

· For any questions, please contact the Xing-Da 2nd Village Dormitory Service Center (04-22840166).

Xing-Da 2nd Village Dormitory Service Center, March 12, 2024

Positions for the Xing-Da 2nd Village Dormitory Service Committee

Positions	<p>1 Chief Committee Member, 1 Deputy Chief Committee Member, 2 Finance Committee Members, 3 Network Committee Members, 14 Floor Service Committee Members, 3 General Affairs and Equipment Committee Members, totaling 24 positions.</p> <p>(* Service Committee Members will be selected based on merit. If the standards are not met, positions may not be fully filled)</p> <p>(* In addition to the regular positions, up to 8 alternate members may be included in this selection)</p>
Qualifications	<ol style="list-style-type: none"> 1.Current residential students for the academic year, including those admitted to graduate programs at our university (those planning to take a leave of absence, transfer, or graduate should not apply). 2.Have resided in the dormitory for at least one year and have a good understanding of dormitory management affairs. 3.The overall academic performance in the previous semester must not be lower than 60 points, and the conduct score must not be lower than 80 points. 4.Must not hold important positions in school clubs or student organizations during the term of service. 5.Those who have been ordered to move out of the dormitory, have three or more disciplinary records or more than 15 demerit points, or have voluntarily given up their residence in the dormitory are not eligible to apply. 6.Finance Committee Members should preferably have accounting experience or background, but those without experience can also apply.
Responsibilities	<ol style="list-style-type: none"> 1.Responsible for managing the order and safety of the assigned floor. 2.Organizing dormitory activities. 3.Disseminating information from the Student Housing Guidance Division and the Dormitory Service Center, and executing assigned tasks. 4.Responsible for advising and recording demerits for residents who violate dormitory regulations on the assigned floor. 5.Assisting in the maintenance of public areas and the environment (managing the use and maintenance of bulletin boards and public facilities, requesting repairs for public areas, and inspecting the cleanliness of public areas). 6.Assisting in verifying the list of residents, conducting surveys, and verifying various fee payments. 7.Assisting in the check-in and check-out procedures during the opening and closing of the dormitory, as well as the inventory of public property in each room during summer vacation. 8.Assisting in conducting room inspections and electrical safety checks. 9.Assisting in the management of vehicles in the student dormitory. 10.Responsible for a 1-hour shift in the student dormitory every day. 11.Participating in duty shifts during winter and summer vacations, holidays, and consecutive holidays. 12.Initial handling and notification of emergency incidents.

	13.Vehicle management in the dormitory (including handling of illegal vehicles) (General Affairs and Equipment Work Coordination - vehicle permit application, vehicle permit reissuance, duty shift arrangement, public refrigerator management, simple heating area equipment management, abandoned vehicle removal, etc.).
Benefits	<p>1.Guaranteed dormitory bed during the term of service.</p> <p>2.End-of-term evaluation and rewards/penalties will be conducted in accordance with the "Regulations for the Selection and Evaluation of Student Dormitory Service Committee Members at National Chung Hsing University."</p> <p>3.Those who pass the evaluation will receive a service certificate and be recommended for commendation.</p> <p>4.Those with an evaluation score of 90 or above will receive the Outstanding Student Dormitory Service Committee Member Award and a monetary reward.</p>

Xing-Da 2nd Village Dormitory Service Center, March 12, 2024