

**Attention: if you need to check the status of your application, please log on to your RICEWorks account. On your home page you can view all the positions you have applied to and the status of each application:**

Completed Applications   6 jobs					
	Confirmation Number	Posting Number	Status	Application Date	Application Materials
Administrative Assistant <a href="#">View Job Archive</a>	CN000002301	S150021	In Progress <a href="#">Withdraw Application</a>	October 23, 2014	<a href="#">Application</a>

A status of 'In Progress' means that the recruitment process is ongoing and the hiring manager(s) is reviewing applications. Individuals chosen for interview will be contacted directly.

Searches will take varying times to complete based on multiple factors. If the status of the search is "In Progress", the search is active. Once a position has been filled, the status will be updated immediately to indicate "Position Filled".

If you have any other questions, please contact the Recruitment team at [jobs@rice.edu](mailto:jobs@rice.edu), or 713.348.4074. We will respond to your inquiry within 24 hours during business hours. Our normal business hours are Monday through Friday, 9 a.m. to 4 p.m.

Thank you,

HR Recruitment

<https://jobs.rice.edu>

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