



Working at Columbia

Columbia University's proposed expansion in the old Manhattanville manufacturing zone in West Harlem will create an estimated 6,000 new University jobs in the area over the next quarter century. As in Columbia's employment base today, these positions would call for people with a wide variety of skills, experience, and education levels. Almost 4,200 of these jobs would be nonacademic, including managers, supervisors, administrative assistants, and many other support and service-oriented positions.

Columbia is the seventh largest nongovernmental employer in New York City. Nearly 30 percent of the University's nonfaculty employees live in Upper Manhattan. Creating career opportunities for people who live in the community is central to the University's ability to accomplish its mission of teaching, research, public service, and patient care.

Competitive Benefits, Career Advancement

Columbia offers highly competitive employee benefits that go beyond comprehensive health and dental plans. While many private sector jobs have been moving outside of our city and region, universities like Columbia are continuing to provide good, local jobs with a full range of benefits. The University also offers the potential for career advancement through training and development for its employees. Many positions include access to tuition benefits for continuing and higher education.

Construction Jobs, Economic Growth

In addition to the 6,000 new University positions that would result from the expansion, full construction of the proposed plan would generate an average of 1,200 construction-related jobs in New York each year for nearly a quarter of a century and inject billions of dollars into the local economy. Columbia will continue to seek construction firms based in New York City, with a significant focus on minority-, women-, and locally owned (MWL) construction firms. MWL-owned businesses earn more than one-third of Columbia's major construction contracts. As part of the expansion plan, new local businesses in University buildings would create retail and restaurant jobs, and the resulting increase in economic activity would indirectly generate hundreds of additional jobs citywide.

Employment Center in West Harlem

To make employment information and applying for existing University jobs more accessible to members of the local community,

Columbia established the Employment Information Center, at 3180 Broadway, just south of 125th Street.

Job seekers can visit the center to search current openings, browse through informational brochures, and complete the application process. The center's staff is available to answer questions and provide guidance on the application process, which can be completed during a first visit. The center is open Monday through Friday from 9:00 a.m. to 5:00 p.m. For more information, call (212) 851-1551.

Application Process

The proposed expansion is a long-term project; new jobs would be created gradually over the next two decades. The project must still receive public approvals from the city and state before construction begins. For more information about how you can participate in that process, visit www.columbia.edu/manhattanville.

Job seekers can search current openings and find out more about the application process by visiting <https://jobs.columbia.edu> or dropping by the Employment Information Center. In addition to the services provided for job seekers, Columbia will be actively recruiting in the local area to find the most highly qualified people to fill a variety of jobs at all levels of the University.

For More Info

To learn more about Columbia's plan for revitalizing the old Manhattanville manufacturing zone, e-mail campusplan@columbia.edu or visit www.campusplan.columbia.edu.