

RIVERLAND COMMUNITY COLLEGE
invites applications for the position of:



College Lab Assistant 1 - electrical

An Equal Opportunity Employer

SALARY: \$16.95 - \$23.35 Hourly
\$35,391.60 - \$48,754.80 Annually

OPENING DATE: 08/13/18

CLOSING DATE: 02/28/19 11:30 PM

DESCRIPTION:

APPOINTMENT:

Part-time Limited (Academic Affairs Work Area)

24 hours per week (following the academic calendar Aug. 29, 2018 – May 14, 2019)

Hours: Monday – Thursday 8:00 a.m. – 2:30 p.m.

EXTERNAL APPLICATION PROCESS:

Apply online at <http://mn.gov/careers>

Search for JOB ID: 25795

JOB DUTIES:

Prepare and assist students in the laboratory to reinforce classroom material and ensure a safe environment following industry practices. Assist the instructor in devising special strategies for reinforcing material or skills based on an understanding of individual students, their needs, interests and abilities. Provide supplemental instructional and academic support services, including but not limited to: individual, small group, and drop-in tutoring, focused career/tech study groups, study partners, and study skills coaching. Provide classroom assistance to aid college faculty in their instruction for academic areas that are appropriate with educational background and/or training. Perform other duties as assigned to ensure the smooth functioning of the department and maintain the reputation of the organization as a viable business partner.

MINIMUM QUALIFICATIONS:

Minimum Qualifications

- Post-secondary or industry certificate/diploma/degree or relevant licensure in construction electrician or 6 months teaching/tutoring in construction electrician at the high school level or above or 2 years work experience in construction electrician where no degree/certificate is required or an equivalent combination of education and work experience sufficient to respond to conceptual questions raised by students.

SUPPLEMENTAL INFORMATION:

EXTERNAL APPLICATION PROCESS:

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JOB ID: 25795

STATE EMPLOYEE APPLICATION PROCESS:

Apply online through the Employee Self Service website. JOB ID: 25795

NOTE: In accordance with the Minnesota State Vehicle Fleet Safety Program, employees driving

on MinnState business, whether they use their personal vehicle or a fleet vehicle, are required to complete and sign a Vehicle Use Agreement and consent form for Motor Vehicle Records checks on an annual basis.

In accordance with the Minnesota State Colleges and Universities (MnSCU) Vehicle Fleet Safety Program, employees driving on college business who use a rental or state vehicle shall be required to conform to MnSCU's vehicle use criteria and consent to a Motor Vehicle Records check.

If you have a disability and need a reasonable accommodation to participate in this selection process, please contact the human resources office at hr@riverland.edu or (507) 433-0340.

Riverland Community College is an affirmative action, equal opportunity educator and employer. A member of the Minnesota State Colleges and Universities System

APPLICATIONS MAY BE FILED ONLINE AT:

<http://www.riverland.edu>

Job #1900106

COLLEGE LAB ASSISTANT 1 - ELECTRICAL
BO

OUR OFFICE IS LOCATED AT:

1900 8th Avenue NW

Austin, MN 55912

507-433-0340

hr@riverland.edu

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