APPLICATION DEADLINE

Open until filled, but the priority date for receipt of application materials to be considered in the initial selection committee review is 5:00 PM on OCTOBER 25, 2013. This opportunity may close for consideration of application materials on the above priority date or any time thereafter, and interested persons are encouraged to submit their applications and supporting materials as soon as possible. It is the applicant’s responsibility to ensure that all application materials are received. Applicants who need special services or facilities due to disability in order to apply or interview for this position must notify Human Resources at least 72 hours prior to the priority closing date or the date(s) of interview.

SELECTION PROCESS

Application materials will be evaluated by a selection committee to determine which applicants qualifications, based on the information in the job announcement, best suit the needs of the District and the Department. The selection committee will conduct interviews, including a teaching demonstration, in order to determine which applicants best demonstrate the skill and knowledge required for the position. Successful candidates will be placed on an eligibility list for employment and will be contacted for employment opportunities based on the District’s needs.

For application/additional information:

Telephone: (562) 860-2451 x2284
Web Site: http://www.cerritos.edu
Human Resources Hours:

8:00 AM - 5:00 PM (Monday through Friday)

Equal Opportunity Employer
Applications are being accepted to develop a list of qualified candidates for possible part-time teaching assignments in the following subject area(s) in the Science Engineering & Mathematics Division: PHYSICS

PROFILE

The Physics and Astronomy Department's main focus is to serve students on a transfer path to a college or university. With four full-time and numerous adjunct faculty, we provide 14 classes and labs to students from a variety of majors, from physics and engineering to health professions, architecture, and psychology. These classes are widely used for major preparation.

Successful candidates will join a small team of dedicated faculty. You will find us a close knit group that works together to help each other and our students. We are committed to our students' success.

We are currently housed in a new building, complete with a large array of equipment in an expanded stock room. A full-time lab technician provides support and assistance with the hands-on equipment or demonstrations that an instructor requires.

DUTIES & RESPONSIBILITIES

A description of faculty duties and responsibilities may be found in Board Policy and Administrative Procedure 4005. (www.cerritos.edu/board)

QUALIFICATIONS

Required:

- Master's degree in physics, astronomy, or astrophysics OR bachelor's degree in physics or astronomy AND master's degree in engineering, mathematics, meteorology, or geophysics OR the equivalent.
- Understanding, sensitivity, and commitment to meeting the needs of the diverse academic, socioeconomic, cultural, disability and ethnic background of the student/community population.

Preferred:

- Community college teaching experience.
- Teaching experience in Physics.

CONDITIONS OF EMPLOYMENT

- Salary is $48.83 per hour to start.
- Assignments are contingent upon sufficient enrollment.
- Assignments include day and evening classes.
- Individuals who are offered employment shall be required to obtain fingerprints for a criminal history clearance through the State Department of Justice and remit the required fee for processing the fingerprints, produce an original social security card, and submit negative TB test results (must be within the past four years) before they are hired.
- Continued employment is contingent on funding.

APPLICATION PROCEDURE

Interested applicants must submit:

- Letter of application indicating how you meet each of the required qualifications for this position to include, but not be limited to, information on the following:
  - Contributions to the profession
  - Related experience/accomplishments
  - Professional/personal development (workshops, diversity sensitivity training, etc.)
- Completed District application form.
- Résumé of educational background and experience.
- Copies of all transcript(s) (need not be official) verifying all educational degree(s) and the date the degree was conferred. A foreign transcript must be evaluated by a NACES certified agency. The web site address is www.naces.org.
- Confidential placement file and/or letter(s) of recommendation addressing recent pertinent experience.

ALL ABOVE MATERIALS ARE TO BE SUBMITTED TO THE FOLLOWING ADDRESS:

HUMAN RESOURCES
CERRITOS COLLEGE
11110 ALONDRA BLVD
NORWALK, CA 90650-6298