APPLICATION DEADLINE
Open until filled, but the priority date for receipt of application materials to be considered in the initial selection committee review is 4:30 PM on MAY 10, 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 PROCEDURE
Following the closing date, application materials will be evaluated by a selection committee. Candidates selected for further consideration will be limited to those applicants in the competitive group who best meet the qualifications for the position. Interviews will then be conducted by the selection committee for final selection and recommendation of qualified candidates to be placed on a list for possible employment.

Application/additional information:

Telephone: (562) 860-2451 x2284

Web Site: http://www.cerritos.edu

Human Resources Hours:
8:00 AM - 4:30 PM (Monday through Friday)

During the period 5/21/12 - 8/10/12 the office hours will be 8:00 am - 4:30 pm Monday thru Thursday and will be closed on Fridays.

CERRITOS COLLEGE
11110 ALONDRA BLVD
NORWALK, CA  90650-6298

Cerritos College employs only individuals lawfully authorized to work in the United States. Cerritos College does not provide sponsorship for changes in immigration status for the purpose of employment in the United States. Offers of employment are contingent upon presentation of documents verifying the appointee’s identity and eligibility to work and completion of the required I-9 Form in accordance with the provisions of the Immigration Reform and Control Act of 1986 (Public Law 99-603).

MACHINE TOOL TECHNOLOGY/ COMPUTER NUMERICAL CONTROL

CONTINUOUS RECRUITMENT

Equal Opportunity Employer

5/10/12
The District is strongly committed to achieving staff diversity and the principles of equal opportunity employment. The District encourages a diverse pool of applicants and the District shall provide equal employment opportunities to all applicants and employees without regard to national origin, religion, age, sex or gender, race, color, medical condition, ancestry, sexual orientation, marital status, Vietnam-era veteran status, physical or mental disability, or because he or she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics. In fact, the college encourages applications from all segments of qualified people.

PROFILE
The Machine Tool Technology (MTT) department is one of the departments within the Technology Division. The department offers a variety of opportunities for full-time and part-time faculty to teach a broad scope of subjects related to Machine Tool Technology. The successful candidate will be joining a team of one full-time and from four to seven part-time faculty in the department.

The Machine Tool Technology faculty members at Cerritos College teach courses related to manual machining and setup, Computer Numerically Controlled (CNC) machining and setup, computer-assisted machining using MasterCAM and Virtual Gibbs, computer-assisted inspection using Verisurf, and support classes such as CNC blueprint reading and shop math. The department serves students that have little or no experience in machining as well as students with extensive experience that are currently working in the field.

The successful candidate should be prepared to teach any course offered by the department but if a candidate is an expert in one of the fields described above, their candidacy will be welcomed.

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:
- Any bachelor’s degree and two years of professional experience, or any associate degree and six years of professional experience. (All qualifying educational degrees/training must be from accredited colleges and/or universities.)
- Understanding, sensitivity, and commitment to meeting the needs of the diverse academic, socioeconomic, cultural, disability, and ethnic background of the student/community population.

CONDITIONS OF EMPLOYMENT
- Salary is $48.83 per hour for the first two semesters.
- Assignments are contingent upon sufficient enrollment.
- Assignments include day, evening and Saturdays.
- Individuals hired 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.

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/or coursework required for the position. 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