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 July 13, 2015. 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)
The District ensures that all qualified applicants for employment and employees have full and equal access to employment opportunity, and are not subjected to discrimination in any program or activity of the District on the basis of ethnic group identification, race, color, national origin, religion, age, veteran’s status, sex, physical disability, mental disability, ancestry, sexual orientation, on the basis of these perceived characteristics, or on association with a person or group with one or more of these actual or perceived characteristics.

**PROFILE**

Engineering is part of the Physics department, whose 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 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 any field of engineering OR bachelor’s degree in any of the above AND master’s degree in mathematics, physics, computer science, chemistry, or geology OR the equivalent. (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.

**Preferred:**

- Community college teaching experience.
- Teaching experience in circuits, statics, Engineering Graphics (CAD), and other introductory Engineering courses.

**CONDITIONS OF EMPLOYMENT**

- Salary is $53.29 per hour to start.
- Assignments are contingent upon sufficient enrollment.
- Assignments may include day or 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 or within the last 60 days if not previously employed in a school district in California) before they are hired.
- Proof of eligibility to work in the United States and signing of loyalty oath per Government Codes 3100-3109.
- 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 Academic Employment 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 website address is www.naces.org.
- 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