



State University of New York
ERIE COMMUNITY COLLEGE

Announcement of Professional Vacancy

#710-01-09-2008-INTERNAL

September 5, 2008

TECHNICAL ASSISTANT RPT (FFECC)

DISABLED STUDENT SERVICES

REGULAR PART-TIME/PERMANENT
(UP TO 39 HOURS PER WEEK)

JOB GROUP VI

SALARY \$ 15.01/HOUR

DESCRIPTION: The work involves assisting the counselor for students with disabilities to provide such accommodations as academic and pretesting modifications, use of assistive technology as determined to be appropriate for each student with a disability. Does related work as required.

REQUIREMENTS: Ability to work with students with disabilities and faculty in an effective manner; excellent interpersonal skills; basic computer knowledge of such programs as Microsoft Word essential; knowledge of assistive technology, software and other low technology devices very desirable; ability to provide study skills instruction and some course specific tutoring helpful. Ability to understand and follow detailed oral and written instructions; resourcefulness, reliability, integrity, professional behavior, must be physically capable of performing the essential functions of the position with or without reasonable accommodation.

MINIMUM QUALIFICATIONS: Completion of 60 semester credit hours of study at a registered or regionally accredited college or university with courses in disability and adaptive technology; experience working with adults or young adults with disabilities at the secondary or post secondary level.

Send cover letter referencing Job#710-01, ECC Application, resume, unofficial transcripts by: September 14, 2008
(Official Transcripts required prior to employment)

Human Resources Representative

716-851-1840

Mail to: HUMAN RESOURCES
ERIE COMMUNITY COLLEGE
4041 SOUTHWESTERN BOULEVARD
ORCHARD PARK, NY 14127-2199

To access ECC Application go to: WWW.ECC.EDU, Go to Jobs at ECC, Click on Job Postings, Click application

Erie Community College is an Equal Opportunity Employer. Women, members of minority groups, persons with disabilities, and Veterans are encouraged to apply.