DUTIES AND RESPONSIBILITIES OF THE POSITION INCLUDE: Perform operational duties which may include, but are not limited to: maintenance of a B&W, color, and digital computer lab for day and evening classes in Photography; prepare and set out all chemicals used in the instructional program in a timely manner. Prepare laboratories for instruction, maintain operational records including a check out system for equipment, inventory of equipment, and perform minor repairs and routine maintenance on equipment. Maintain records for hazardous waste management including compliance with OSHA standards and regulations for safety. Perform related duties as assigned.

QUALIFICATIONS:
Successful candidates will demonstrate and/or provide evidence of some or all of the following qualifications:

1. Demonstrate understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, cultural, disability, religious background and sexual orientation of community college students.
2. Any combination equivalent to an associate's degree in an assigned area of expertise or related field.
3. Three years related instructional laboratory experience.
4. Successful completion equivalent to an associate's degree in an assigned area of expertise or related field.
5. Experience managing or supervising a laboratory or storeroom in photography.
6. Experience with hazardous waste management including, familiarity with OSHA and related safety regulations and procedures.
7. Ability to deal tactfully and effectively with diverse students, staff, faculty, and the public.
8. Ability to maintain inventory of recommended safety equipment.
9. Ability to supervise the proper disposal of laboratory wastes and facilitate work done by waste contractor.
10. Ability to maintain complete, up-to-date records.
11. Knowledge of computer applications such as, Microsoft Word, Excel and PhotoShop.
12. Knowledge of preparation of laboratories, and storage areas in a safe, clean and orderly manner.

SALARY RANGE: N-45
EEO Category: H-30