

Southwest Texas Junior College

Employment Opportunity

2401 Garner Field Road, Uvalde TX 78801 ☐ HR: 830.591.7330 Ofc ☐ 830.591.7340 Fax
Human Resources Employment: <http://tech.swtjc.net/application/index.asp>

Title: Child Development Center Infant Teacher

Job # 192001710201

Campus: Uvalde Campus

Closing Date: September 20, 2019

Description of Job Duties: The infant teacher will plan and implement a developmentally appropriate curriculum to encourage young children's social, emotional, physical, and cognitive development. Prepare the classroom to provide a warm, safe, and orderly environment. Provide positive guidance and supervision for consistent discipline. Observe, record, and report significant individual and group behavior. Maintain regular communication with parents. Perform all other functions as assigned by supervisor/Vice President. Work rules, code of conduct, and other policies are part of the essential functions of the job.

Salary: Child Development Teacher Schedule Group I Step commensurate with education and experience; twelve month, 40-hour week.

Other Benefits: Benefits package available (Health/Life insurance, retirement plan, sick/personal leave, holidays, waived tuition for eligible employees and dependents)

QUALIFICATION REQUIREMENTS

Education: Associate in Applied Science in child development preferred and or (CDA) Child Development Associates. Day care experience will also be considered.

Experience & Training: First aid and CPR for infants and children and Food Handlers permit. One year of verified experience in a licensed child care facility.

Additional Qualification Requirements: Must be able to lift 50 pounds, kneel, stoop, bend, climb, push, and crawl. Provide record of tuberculosis test. Must be authorized to work in the U.S. and must provide verifiable credentials. Must possess required knowledge, skills, abilities, and experience and be able to explain and demonstrate, with or without reasonable accommodation, the essential functions of the job. Criminal history check, FBI Fingerprint check, and reference check required. Must have a valid driver's license and be insurable through SWTJC insurers.

Submit Application To: Human Resources, 2401 Garner Field Road, Uvalde TX 78801-6297. It is the applicant's responsibility to verify status of position. Each applicant is responsible for submitting: 1) letter of application, 2) SWTJC application form, 3) resume, and 4) copy of transcripts (Official transcripts required when hired). All applications and supporting documents become the property of SWTJC.

NOTICE TO APPLICANTS

With respect to the employment and promotion of both teaching and non-teaching personnel, it is the policy of Southwest Texas Junior College not to discriminate either in favor of or against any persons on the basis of race, color, religion, national origin, sex, age, disability, or veteran status.

An Affirmative Action/Equal Opportunity Institution