

ANNOUNCEMENT OF EMPLOYMENT OPPORTUNITY

Central Services

Construction Laborer I

Job #07-070

Closing Date: 12/08/06

The Foothill-De Anza Community College District is currently accepting applications for **Construction Laborer I, Central Services**.

DUTIES AND RESPONSIBILITIES OF THE POSITION INCLUDE:

Under general supervision, perform work with particular emphasis on grounds construction and heavy labor assignments. Perform maintenance and repair work such as blacktopping roads and paths, laying concrete slabs, laying bricks, installing street signs, and installing and building fences. Operate 2 1/2 ton stake truck. Move heavy equipment and furniture. Dig post holes and trenches, using backhoe and large auger. Use heavy equipment such as a jackhammer. Sweep walks and driveways and pick up paper and rubbish using sweeper and blower. Perform general custodial duties either seasonally for special activities or incidental to grounds keeping activities. Clean drainage areas. Trim, prune, shape, brace, top, and remove trees. Perform other related duties as assigned.

Participate in appropriate training in hazardous materials handling, storage, and disposal; follow designated policy and procedures for Haz-mat identification, storage and disposal; maintain standards related to environmental compliance and personal health and safety as required.

MINIMUM QUALIFICATIONS:

1. Understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.
2. One year of related work experience.
3. Possession of an appropriate California driver's license issued by the State Department of Motor Vehicles.

PREFERRED QUALIFICATIONS:

1. Ability to safely use tools, materials, equipment, and standard practices of routine grounds keeping and gardening work.
2. Ability to safely use hand and power gardening tools.
3. Ability to dig post holes and trenches, using backhoe and large auger.
4. Ability to use heavy equipment such as a jackhammer.
5. Ability to perform heavy physical labor.
6. Ability to follow verbal and written directions.
7. Ability to establish and maintain cooperative and effective working relationships with others.

APPLICATION MATERIALS:

1. A District application to be completed at www.fhdajobs.net (a paper application is available by visiting www.fhda.edu or by contacting Employment Services).
2. Resume of all work experience, formal education and training.
3. A separate document that provides information which demonstrates your understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.

Incomplete application packets will not be forwarded to the search committee for review.

Application materials become the property of the District and will not be returned.

CONDITIONS OF EMPLOYMENT

Salary: \$3,670.02 per month plus benefits; level L-44

Position: Full-time, Permanent, 12 months per year

Starting date: As soon as possible upon completion of the search process.

Excellent benefits package which includes full cost medical coverage for employee and eligible dependents, dental, vision care, employee assistance program, long-term disability, retirement benefits and basic life insurance.

For information on our benefits package that includes fully paid medical for employees and dependents, visit our web site: <http://hr.fhda.edu/benefits>

Persons with disabilities who require reasonable accommodation to complete the employment process must notify Employment Services no later than the closing date of the announcement.

The successful applicant will be required to provide proof of authorization to work in the U.S.

All interviewing costs incurred by applicant are the responsibility of the applicant.

For more information about our application process contact:
Employment Services
Foothill-De Anza Community College District
12345 El Monte Road
Los Altos Hills, California 94022
(650) 949-6217
Email: employment@fhda.edu or visit <http://www.fhda.edu>