

# Part-Time Faculty Pool

## Accounting

### **JOB NUMBER**

PT007

### **DESCRIPTION:**

Teach introductory Accounting courses.

### **MINIMUM QUALIFICATIONS:**

**Education:** Master's in accountancy or business administration with accounting concentration **OR** Bachelor's in business with accounting emphasis or economics with an accounting emphasis **AND** Master's in business, business administration, business education, taxation, or finance **OR** The equivalent. (NOTE: A bachelor's degree with a CPA license is an alternative qualification for this discipline, pursuant to Title 5 Section 53410.1.)

**Ability:** 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.

### **APPLICATION PROCEDURE:**

**To be considered for this pool, you must submit the following:**

1. A completed application form located at [www.fhdajobs.net](http://www.fhdajobs.net).  
(The only form of application accepted)
2. A current resume that details your education and complete work history
3. A cover letter
4. 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.
5. Copies of **all** college transcripts

**Please note:** If you are unable to attach your transcripts electronically, please have them available when interviewed.

**Do not:** Submit application, resume, cover letter or transcripts in paper form—they will not be accepted.

### **APPLICATION DEADLINE:**

Foothill-De Anza Community College District is establishing a pool of qualified applicants for Accounting Instructor. Applications will be accepted continuously until otherwise noted. Applications will remain on file for two years from the date it is received.

### **SELECTION PROCEDURE:**

Applications will be screened by appropriate department representatives on an as-needed basis. Qualified applicants who best meet the needs of the division will be contacted for an interview.

### **SALARY:**

Education and accredited teaching experience determine placement on a non-negotiable part-time faculty salary schedule.