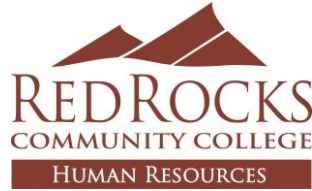


# Student Employment Position Announcement

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## Assistive Technology Lab AT Lab Assistant Work Study Position

**Job Description:** Assist the Assistive Technology Specialist with

- E-Book production
- training and supporting students in the use of assistive technology
- Answer computer user questions
- Maintain the Assistive Technology Lab tidy and in a professional appearance.

**Job Requirements:** Person needs to be punctual, dependable, and detail oriented. Microsoft Office and intermediate to moderate computer skills are required. Must be willing to learn how to use new technology and teach students how to use it. Must be customer service oriented with attention to detail and able to work in a diverse environment.

*You must be eligible for student employment (enrolled in a minimum of six (6) credit hours for the semester in which you will be working) to apply for this position.*

**Skills you will gain/enhance:** Customer Service Skills. Interpersonal communication. Training.

### Job Payment Information:

**Wage:** \$8.25-9.00 per hour

**Paid:** Bi-weekly (Fridays)

### Hours:

8:00 AM - 12:00 Mon-Fri or

1:00 PM – 5:00 Mon-Fri

### How to Apply:

1. Go to the Human Resources Office or the Financial Aid Office to procure a Student Employee Referral Form.
2. Visit the Financial Aid office to see if you are eligible for Work-Study funds.
3. Contact Enrique Castro at [Enrique.Castro@rrcc](mailto:Enrique.Castro@rrcc) or (303) 914-6735 to discuss the advertised position.

*Red Rocks Community College is committed to diversity in its people and programs. The College is an equal opportunity educational institution and does not discriminate on the basis of disability, race, creed, color, sex/gender, sexual orientation gender identity, religion, age, national/ ethnic origin, pregnancy status, veteran's status, genetic information, physical or mental disability, or any other category protected by applicable law, in its employment practices or educational programs and activities.*

*RRCC has designated the Executive Director of Human Resources as its Affirmative Action Officer/Equal Opportunity Administrator/Title IX Administrator with the responsibility to coordinate its civil rights compliance activities and grievance procedures. For information, contact Bill Dial, Executive Director of Human Resources, Title IX Coordinator, Title VII/Equal Opportunity Coordinator, ADA/Sec 504 Coordinator, 13300 West Sixth Avenue, Lakewood, CO 80228. 303-914-6298.*

[Bill.Dial@rrcc.edu](mailto:Bill.Dial@rrcc.edu)

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Please contact Robert Miller at 303.914.6300 with any questions regarding student employment.