



SOUTHWEST TEXAS JUNIOR COLLEGE

Human Resources

2401 Garner Field Road | Uvalde, TX 78801-6221

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EMPLOYMENT OPPORTUNITY

Title: Child Development Center Teacher/Caregiver

Campus: Uvalde

Job ID: 232425710201

Closing Date: Until Filled

Job Duties: The Teacher/Caregiver 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: Daycare Personnel Hourly Schedule Rate, commensurate with education and experience; 12-month position, 40-hour week.

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

QUALIFICATIONS

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:

Terrie Dube, Human Resources Director, Southwest Texas Junior College, 2401 Garner Field Road, Uvalde, TX 78801. It is the applicant's responsibility to verify the status of a position. **Submit the following required documents:** (1. Letter of intent, (2. SWTJC Application, (3. Resume, (4. Copy of Transcripts (official transcripts are required if hired). All documents become property of SWTJC.

With respect to the employment and promotion of 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