



ALLEN COMMUNITY COLLEGE
IOLA, KANSAS
ANNOUNCEMENT OF VACANCY

- POSITION:** **EVENING CUSTODIAL & MAINTENANCE STAFF**
Part-time Staff Position
- RESPONSIBILITIES:** The part-time, evening Custodial and Maintenance Staff member is responsible for maintaining the buildings and grounds of the Burlingame Campus in a clean, proper and presentable manner.
- QUALIFICATIONS:** High school diploma or G.E.D. required; Associate degree preferred.
- LOCATION:** Burlingame Campus, Osage County
- SALARY:** \$11.00 per hour; 16-20 hours per week position.
- STARTING DATE:** Negotiable
- APPLICATION:** Submit letter of interest, resume, completed employment application, unofficial transcripts, and names, addresses, and telephone numbers of three professional references. Review of applicants will begin immediately and continue until the position is filled. Official transcripts are required at time of employment.
- APPLY TO:** Human Resources
Shellie Regehr
Allen Community College
1801 N Cottonwood
Iola, KS 66749
FAX: 620-365-7406
Email: sregehr@allenc.edu

Allen County Community College provides quality higher education and workforce development through two distinct campuses and online learning to approximately 5,000 students each academic year. The Iola Campus, with residence halls and a vibrant athletics program, offers the two-year college experience in a caring environment. The Burlingame Campus, located 25 miles south of Topeka, offers a broad range of courses scheduled to accommodate busy commuter lifestyles. The Online Learning program serves students wishing to learn from a distance or who wish to take an online course to compliment their on-campus courses.

Allen Community College is committed to a policy of nondiscrimination on the basis of race, sex, color, national origin, religion, age, and disability in admissions, educational programs or activities, and employment; all as required by applicable laws and regulations under the Title VI Civil Rights Act of 1964, the Title IX Regulations of 1972, Section 504 of the Social Rehabilitation Act of 1973, and the Americans with Disability Act of 1990. Responsibility for coordination of compliance and receipt of inquiries has been delegated to the Vice President for Student Affairs, Allen Community College, 1801 North Cottonwood Street, Iola, Kansas 66749, 620-365-5116, vpsa@allenc.edu.