**Job Position Announcement**

Hiring Department: Services for Students with Disabilities

Location: Student Services Annex 175

Contact person: Dave Green or Armenuhi Juharyan

**Telephone/extension:** 2681/2679

**Email:** [greendm@lavc.edu](mailto:greendm@lavc.edu) [juharya@lavc.edu](mailto:juharya@lavc.edu)

**Position title: STUDENT WORKER Days/Hours needed:** M-F flexible

**List of Job duties:** Answering phone calls, making appointments, filing, proctoring, assisting students with new files and with questions regarding the SSD office and its policies.

Skills: Proficiency in English (level 101) and Math (level 125). Bilingual is preferable.