

ANNOUNCEMENT OF VACANCY

ANOKA-RAMSEY COMMUNITY COLLEGE

Coon Rapids Campus
Plant Maintenance Engineer

APPLICATION DEADLINE: Friday, September 4, 2009

STARTING DATE: As soon as can be arranged.

RESPONSIBILITIES: This is an essential position to the college, responsible for the daily operation and monitoring of all mechanical equipment that is critical to the operation of the college, making sure all are operating as safely and economically as possible. Making sure that all contracted work is done according to specifications. Carry out a program of preventative maintenance to insure all equipment is properly maintained. Coordinate work schedule with college calendar. The incumbent will be expected to respond to after hour's emergency procedures / situations on campus within 30 minutes.
We are seeking individuals to enhance the institution as a "College of Choice."

QUALIFICATIONS: This position requires a State of Minnesota 1st Class C Boilers License. Physical requirements of the position would include the ability to climb ladders (ships ladders) overhead work, repetitive lifting.

PREFERRED QUALIFICATIONS: Chief Class C boiler License
Experience with Windows XP and Microsoft Office applications.
The applicant should demonstrate knowledge of diverse cultures and populations

NOTICE: In accordance with the Minnesota State Colleges & Universities (MnSCU) Vehicle Fleet Safety Program, Employees driving on college/university business, whether using a rental or state vehicle, shall be required to conform to MnSCU's vehicle use criteria and consent to a Motor Vehicle Records check.

Note: Within your application materials please address how you meet the qualifications for this position.

GENERAL INFORMATION: Anoka-Ramsey Community College, with campuses in Coon Rapids and Cambridge, has been a leading provider of higher education and training in the north suburban area of Minneapolis/St. Paul and East Central Minnesota since 1965. Annually, the college serves more than 10,000 credit learners of all ages as they pursue associate degrees that transfer as the first two years of a bachelor's degree or certificate programs that lead immediately to rewarding careers. The salary range for this position is \$41,656 to \$48,003. Excellent fringe benefits. Anoka-Ramsey Community College is a member of the Minnesota State Colleges & Universities System.

APPLICATION supplemental Protected PROCEDURES: Anoka-Ramsey Community College's Application for Employment form and Class Information forms are located at <http://www.anokaramsey.edu/hr/jobs.cfm>. To complete the application process, mail a letter of application, current resume, Anoka-Ramsey Community College application form, optional Supplemental Protected Class Information form to the following address by the closing date:

Mail:
Anoka-Ramsey Community College
Search Committee/Plant Maintenance Engineer
11200 Mississippi Blvd. NW
Coon Rapids, MN 55433-3499

FAX: (763) 433-1461

EMAIL: lisa.waggoner@anokaramsey.edu

INTERVIEWS: Interviews will be scheduled by the college after the initial screening of applications. Travel expenses are to be paid by the candidate. It is Anoka-Ramsey Community College policy to insure that the selection process for this position is accessible to all candidates. Please contact the Human Resources Office, (763) 433-1160, to obtain these materials in an alternative media and/or to request a reasonable accommodation during the selection process.

Anoka-Ramsey Community College is an equal opportunity, affirmative action educator and employer.

11200 Mississippi Blvd. NW
Coon Rapids, MN 55433
An Equal Opportunity Institution