



Ranger College Employment Opportunity

Ranger College-Human Resources
1240 College Circle
Ranger TX 76470
Phone: 254.647.3234 ext. 7037
Email: hr@rangercollege.edu

POSITION TITLE: Child Development Center (CDC) Teacher Assistant **START DATE:** Immediately

CAMPUS/DEPARTMENT: Erath County Campus/Childcare **POSITIONS:** 1 part time

GENERAL STATEMENT OF DUTIES: CDC Teacher Assistants are responsible for helping to ensure a clean, friendly, welcoming environment; helping with the implementation of proprietary curriculum; help maintain the health and safety of the children in their care as well as have effective communication with the children's parents.

QUALIFICATIONS:

- Must have High School diploma or GED
- Child Development Associates Credential or Associate Degree preferred
- Certified in CPR/AED and First Aid, or be willing to obtain certification
- Must be able to lift a minimum of 25 lbs.
- Experience in working with young children
- 1-2 years previous experience working in a childcare center, highly preferred

SKILLS AND ABILITIES:

- Able to relate well with young children and their families in a variety of circumstances
- Strong written and verbal communication skills and advanced computing skills
- Possess strong organizational skills and innovative problem solving skills
- Self-motivated and able to work independently and under pressure
- Ability to maintain confidentiality
- Assume other duties as assigned

ANNUAL SALARY/BENEFITS: TBD

APPLICATION PROCEDURE: 1. Fill out the [Online Application](#) 2. Please submit resume, cover letter, credentials and copies of unofficial transcripts to Human Resources at: hr@rangercollege.edu. Hardcopies may be mailed to:

Ranger College
Attn: Human Resources
1240 College Circle
Ranger, TX 76470

Review of applicants will begin immediately and will continue until the position has been filled. Official transcripts are required upon employment. Offers of employment are contingent upon successful completion of a criminal background check as well as sufficient course enrollment and budget allocations.

College Home Page: www.rangercollege.edu

Ranger College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies:

Ranger College, Human Resources
254.647.3234 ext. 7037 hr@rangercollege.edu