



**PART-TIME COMPUTER HELPDESK EMPLOYEE  
POSITION VACANCY ANNOUNCEMENT**

***THIS POSITION IS FILLED ON AN AS-NEEDED BASIS***

Jefferson Davis Community College is seeking a part-time computer helpdesk employee to perform routine helpdesk tasks, such as password changes/resets and basic software/hardware troubleshooting as needed. The employee will work under the direct supervision of the Director of Technology and Information Services.

Salary: Hourly rate with no benefits

Applicant must submit a JDCC Application for Employment in order to be considered for this position.

Send completed application:

Office of Administration and Personnel  
Jefferson Davis Community College  
P. O. Box 958  
Brewton, AL 36427-0958

Jefferson Davis Community College Application for Employment Form is available from:

Office of Administration and Personnel  
Jefferson Davis Community College  
P. O. Box 958  
Brewton, AL 36427  
Phone: (251) 809-1530  
and on the JDCC web page at: [www.jdcc.edu](http://www.jdcc.edu)

In accordance with Alabama Community College System Policy and guidelines, the applicant chosen for employment will be required to sign a consent form for a criminal background check. Employment will be contingent upon the receipt of a clearance notification from the criminal background check.

It is the official policy of the Alabama State Board of Education and Jefferson Davis Community College that no person shall on the grounds of race, color, disability, sex, religion, creed, national origin, or age, be excluded from participation in, be denied the benefit of, or be submitted to discrimination under any program, activity, or employment.