



TVCC is a comprehensive community college dedicated to promoting student success.

RECRUITMENT ANNOUNCEMENT

Livestock Center Maintenance Coordinator

PAY - \$20.00 per hour

JOB TYPE – Full-time

DEADLINE – Open until filled

LOCATION - Ontario, Oregon

DEPARTMENT – CTE

REPORTS TO – Dean of CTE and/or
Manager of Physical Plant

Come work for us! Working for TVCC comes with many exciting benefits. With 11 annual paid holidays, Friday's off in the summer, Christmas break for all employees, generous vacation and sick leave along with a great selection of medical, dental and vision plans to choose from (for eligible employees and their dependents), retirement benefit (for eligible employees) and much more, choosing to work for TVCC will be a great step in your career. We invite you to apply and experience the benefits of a thriving community college that values each employees' contributions to its success!

A little about us... TVCC welcomes you to Ontario - where Oregon begins! TVCC was founded in 1962 and is located on a 90-acre campus near the center of Ontario, Oregon. TVCC currently employs around 150 full-time faculty and staff. TVCC's campuses and centers extend to several locations throughout Oregon and Idaho: Caldwell (Idaho), Burns (Oregon), Snake River Correctional Institution, Warner Creek Correctional Facility, Eastern Oregon Correctional Institute, Powder River Correctional Facility, and Two Rivers Correctional Institution. Ontario is an agriculturally based city of over 11,000 people, with a service area population of over 60,000. Ontario is situated in the Treasure Valley and located about 60 miles west of Boise, Idaho. The Treasure Valley offers many outdoor opportunities for the entire family, including fishing, boating, hunting, camping, skiing and sightseeing.

POSITION SUMMARY:

Will perform a variety of tasks required for the upkeep, maintenance and general activities related to livestock boarding at the TVCC Livestock Center. May perform other duties as directed by the Manager of Physical Plant and/or Dean of CTE.

QUALIFICATIONS

MANDATORY: High school diploma or equivalent with a minimum of three years' experience in work-related areas; or any combination of education and experience to perform duties. Must be able to communicate and plan effectively and work well with students from diversified backgrounds. Must be able to work a flexible schedule which may include evenings and weekends.

PREFERRED: Associates degree. Previous experience in a college setting.

SPECIAL LICENSE/CERTIFICATE: Valid driver's license required. Must possess or be able to obtain current skid steer certification.

ESSENTIAL FUNCTIONS

Repair and maintain all fences and irrigation pipes at the Livestock Center. May require basic welding and plumbing knowledge.

Perform preventative maintenance on all equipment and tools located at the Livestock Center.

Ensure water troughs, hoses and tank heaters are in good working order at all times.

Perform routine tasks such as weeding, cleaning stalls, feeding and watering animals.

Provide snow and ice removal at the Livestock Center to ensure safety for animals, staff and students.

Ensures a safe learning environment for all activities at the Livestock Center.

Refers students to appropriate on-campus areas for special assistance.

Maintain a physical environment suitable for instruction.

Maintain office hours sufficient to support 1) training of student workers, 2) facility coordination, and 3) appropriate animal healthcare.

As needed, respond to Livestock Center needs after hours and/or on weekends for emergency animal care and emergency maintenance at the Livestock Center.

Conduct regular and frequent audits as required by supervisor.

Communicate with vendors, faculty, students, staff, and others to schedule intake of horses, livestock, hay, and other resources.

Ensure appropriate payment is received and accounted for each horse at the Livestock Center.

Coordinate the implementation of DragonFly Max to collect student, booster, and instructor forms as required in the Sonny Hansen Livestock Center Handbook.

Other duties as assigned by the supervisor, including support for College Rodeo Team at the Fairgrounds and/or other duties with Physical Plant staff.

The above description covers the most significant duties performed but does not include other related occasional work.

TERMS OF EMPLOYMENT

This is a full-time, Classified, hourly position, working 40 hours per week.

VETERANS PREFERENCE

Applicants are eligible for a Veteran's Preference in accordance with Oregon law. Preference will be given only if the applicant meets the minimum qualifications of the position and submits the required documentation at the time of application. You can request copies of your military service records through the National Archives website at <http://www.archives.gov/veterans/military-service-records/>.

The College reserves the right to reject all applicants and ask for a re-opening of the position or make a direct appointment.

TREASURE VALLEY COMMUNITY COLLEGE IS AN EQUAL OPPORTUNITY EDUCATOR AND EMPLOYER

It is the policy of the Treasure Valley Community College Board of Education and the College that there will be no discrimination or harassment on the basis of race, color, sex, marital status, sexual orientation, gender identity, religion, national origin, age or disability in any educational programs, activities or employment. Lack of English language skills will not be a barrier to admission and participation in career and technical education programs. Persons having questions about equal opportunity and non-discrimination should contact the Human Resources Director located in the Performing Arts Center on the south side of the Four Rivers Cultural Center building, or call (541) 881-5838 or TDD (541) 881-2723.

Es la póliza de la Junta de Educación de "Treasure Valley Community College" que no habrá tolerancia a la discriminación ni acoso por motivos de raza, color de piel, género, estado civil, orientación sexual, identidad de género, religión, nacionalidad, edad o discapacidad en cualquier actividad relacionada al estudio, o empleo. La falta de habilidades en el idioma inglés no será barrera para la admisión y ser participe en programas de carreras técnicas y profesional. Individuos que tengan preguntas sobre oportunidades y no discriminación deben ponerse en contacto con el Director de Recursos Humanos ubicados en el "Performing Arts Center" en el lado sur del edificio "Four Rivers Cultural Center". Teléfono (541) 881-5838 o TDD (541) 881-2723.