

**GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT**

**STRATEGIC HIRE REQUEST**

1/5/2022

Date

Site	Position	Justification
<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	<p>Please include:</p> <p><b>Position Title:</b>  <b>Science Laboratory Technician III - Chemistry</b></p> <p><b>Position #:</b>            IA-00037</p> <p><b>FTE:</b> Classified Full Time            40 hour per week</p> <p><b>Level:</b> 36</p> <p><b>Department:</b>  <b>Chemistry</b></p>	<p><b>1. Key responsibilities of position:</b></p> <p>Perform a variety of responsible and technical duties related to the organization, coordination and operation of chemistry laboratories and related area. Conceptualize and assemble complex and unique sets of experiment preparations involving vast arrays of chemicals and equipment. Prepare chemical solutions, reagents, unknowns and other laboratory materials, supplies and equipment utilized by chemistry instructors, tutors and students.</p> <p><b>2. Current status of position:</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Filling a replacement position included in the budget</li> <li><input type="checkbox"/> Filling a restructured position included in the budget             <ul style="list-style-type: none"> <li><input type="checkbox"/> Has an Org Mod been approved? Yes / No</li> <li><input type="checkbox"/> Org Mod approval date _____</li> </ul> </li> <li><input type="checkbox"/> Filling a new position             <ul style="list-style-type: none"> <li><input type="checkbox"/> Has an Org Mod been approved? Yes / No</li> <li><input type="checkbox"/> Org Mod approval date _____</li> </ul> </li> <li><input type="checkbox"/> Other (please specify)</li> </ul> <p><b>3. Strategic Staffing Rationale:</b>            Please address at least one of the following items:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Legal mandates</li> <li><input type="checkbox"/> Accreditation requirements</li> <li><input checked="" type="checkbox"/> <b>Health and safety priorities</b>              The Chemistry Lab Technician III is responsible for coordinating hazardous waste disposal as well as monitoring the chemicals in the stock room for continuity of safe storage.</li> <li><input checked="" type="checkbox"/> <b>Critical threshold of instruction or support services</b>              The Chemistry Lab Technician III is necessary for preparing labs and maintaining the support needed to run our Chemistry Lab sections. Without a replacement our ability to offer Chemistry Lab Sections will decrease and force the loss of FTES in this area.</li> <li><input type="checkbox"/> Essential supervision</li> </ul> <p><b>4. Budget Impact – Please specify the following:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Is position included in the current budget? <b>Yes</b></li> <li><input type="checkbox"/> Funding Source? <b>Unrestricted</b></li> <li><input type="checkbox"/> Smartkey and Salary Object: <b>1381001 Chemistry</b></li> <li><input type="checkbox"/> Annual Salary at Step B: <b>\$54,876</b></li> </ul>

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