



### Human Resources Department

Craven Community College's Human Resources Department is seen as a value-added department that provides state-of-the-art programs, streamlined processes and HR best practices.

We are committed to supporting the goals of the College and its employees by providing excellent customer service, while maintaining the highest standards of integrity, leadership, innovation, knowledge, efficiency, honesty, respect and confidentiality. We believe that our employees are our most valuable asset and that it is our job to serve them.



#### Questions?

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College careers start at...  
Craven Community College

7/2011

Visit us at [www.cravencc.edu](http://www.cravencc.edu)

# Craven Community College Employment Opportunities

## About CCC

Craven Community College, founded in 1965, is one of the 58 institutions that comprise the North Carolina Community College System. The College serves 3,500 curriculum students per semester and approximately 10,000 continuing education students per year. The College employs nearly 200 full-time employees, including 100 faculty members. The main campus is located in New Bern, and a satellite campus is located in Havelock.

*Craven County is located on the beautiful waters of the Trent and Neuse Rivers.*



## Benefits of CCC

- Teachers and State Employees Retirement System
- Earned sick and vacation leave
- Twelve paid holidays
- Group hospitalization plans
- Deferred compensation
- Free class per semester at any community college
- Life insurance
- State Employees Credit Union access
- Education Express Savings Program (discounts at local businesses)
- Free cosmetology privileges
- Flexible Spending Accounts

## Positions Categories

- Instructional
- Senior Administration
- Technical/Paraprofessional
- Service/Maintenance
- Professional

All new employees are paid on an approved salary scale instituted by the College. The College seeks the brightest and most ambitious applicants for employment consideration. Our salaries are competitive with business, industry and local governments in the area.

## How to Apply for Positions at CCC

All applicants must create an online account through our “JOB CENTER” and submit a resume, letter of interest and transcripts (if applicable). You may view our job listing by visiting [www.cravencc.edu](http://www.cravencc.edu)

All vacancies are listed in the local and regional newspapers in North Carolina. Listings are also on the College Web site, the NCCCS Web site at [ncccs.cc.nc.us](http://ncccs.cc.nc.us), and the North Carolina Employment Security Commission.

