

**GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT**

**STRATEGIC HIRE REQUEST**

**12/21/2016**

Date

Site	Position	Justification
<b>GROSSMONT</b>		
<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	Position Title: <b>Printing Operations Assistant</b>  Classified CL-24  Position# CL-00124  FTE 1  Department: Printing Department	<p><b>1. What will the position do?</b>            This position provides customer service and a variety of bindery and print shop activities, in addition to maintaining records of purchase orders for books that are printed on campus and maintain appropriate levels of supplies for faculty and staff.</p> <p><b>2. Current status of position?</b> Vacancy due to a retirement</p> <p><b>3. Strategic Staffing Rationale</b>            Please address at least one of the following items when answering the questions below (provide specific details):</p> <p>a. Critical threshold of educational or support services            With an already reduced staff the printing department would not be able to maintain the current level of service it provides currently without this position</p> <p><b>4. Budget Impact – Identify the Following:</b></p> <p>a. Included in the current budget</p> <p>b. Key code and Object code 1328101-2110</p> <p>c. Fiscal Impact:</p> <p>i. Salary amount - \$33,984 plus benefits</p> <p>d. RAF impact (check one):</p> <p><input checked="" type="checkbox"/> Include in RAF calculation</p> <p><input type="checkbox"/> No impact – replacement (vacant one year or less)</p> <p><input type="checkbox"/> No impact – funded by _____ Restricted Funds</p> <p><input type="checkbox"/> No impact – funded by _____</p> <p><input type="checkbox"/> No impact – restructure within existing funds</p> <p><input type="checkbox"/> No impact – reallocation of faculty FTE resulting in new position number</p>