



**Clatsop
Community
College**

Supplemental Application

Please submit responses to the following questions. Then upload this document within the supported documents tab while applying.

Please describe how you meet the minimum qualifications for this position: An associate's degree, including college level course work in business administration, education, or related field, and two years of experience in higher education or the equivalent, including any combination of education, experience, and training that would indicate possession of the required knowledge, skills, and abilities listed.

Please describe your experience with Microsoft Suite for Windows Programs.

How do you prioritize multiple projects in a fast paced work environment?



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Describe your abilities in the following areas:

A. Ability to effectively communicate and interact with persons of diverse backgrounds

B. Ability to work independently and direct self

C. Organizational skills