







# CIS Tutors Needed

## Business Division Open Computer Lab (B151)




### Tutors are needed for the following subjects

- |  |   |   |
|--|---|---|
|  Assembly |  Linux/Window OS     |  Web Page Design                             |
|  C, C++   |  Security/Networking |  MS Office (Access, Excel, Word, PowerPoint) |
|  Java     |  SQL                 |   |





### Requirements

-  Must have completed the class with an “A” or “B” grade in the subject you wish to tutor.
-  Must have completed, at a minimum, CISP 360 (CIS 32A) if you are applying to be a programming tutor.
-  Must have completed, at a minimum, CISW 300 (CIS 22) if you are applying to be a Web page development tutor.
-  Courses taken at other colleges must be equivalent to the Sacramento City College course in which you wish to tutor.
-  Must be currently enrolled in at least six college units in Spring or Fall semester. International students must enroll in 12 college units. (No unit requirement for Summer semester).
-  Successful job candidates will be required to enroll in a self-paced, online, one unit training course at the tutor’s expense (\$26).

### Duties and Responsibilities

-  Tutor students in your selected CIS subjects.
-  Assist students to log in/out of the lab.
-  Answer general inquiries from students.

### Desired Personal Qualities

-  Have a sincere interest in helping students learn.
-  Enjoy working in a team-oriented environment.
-  Have good communication skills.
-  Be punctual, dependable, and motivated.

If you are interested in tutoring one or more of the above subjects, applications are available in the Business Division Open Computer Lab (B151) or download it from [http://busdiv.scc.losrios.edu/stre\\_lab.html](http://busdiv.scc.losrios.edu/stre_lab.html). For more information, call (916) 558-2507 or visit the B151 lab.

**Please submit applications to a staff person in B151 by end of second week of the Fall or Spring semester. Potential candidates will be contacted by the end of third week. (Applications are accepted after the second week, but candidates will only be contacted on an “as needed” basis.)**

August 20, 2010