

Student Support Specialist

Student Support Specialist. Cloud County Community College seeks a Student Support Specialist at the Geary County Campus in Junction City, Kansas. This position is the first point of contact in Student Services, is responsible for the coordination of financial aid services and military education benefits, and provides support for faculty advisors and student retention on the Geary County Campus. Associate Degree preferred, previous customer service experience preferred. A working knowledge of the Microsoft Office Suite and the ability to work with confidential information, as well as attention to detail and excellent communication skills are required. This position is a full-time, KPERS-covered, support staff position with a benefit package that includes health, dental and vision coverage, and paid leave time. Applications may be acquired by contacting the Office of Human Resources at (785) 243-1435. A completed application may be e-mailed to cwilson@cloud.edu or sent to Human Resources, Cloud County Community College, 2221 Campus Dr., Concordia, KS 66901. The applicant review process will begin immediately and continue until the position is filled. Cloud County Community College does not discriminate on the basis of race, color, national origin, sex (including pregnancy, sexual orientation, or gender identity), religion, age, disability, and veteran status in the employment process. EOE.