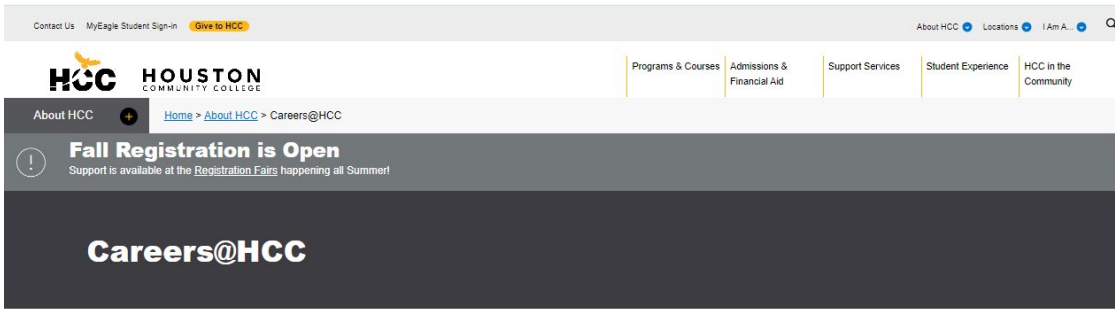


1. Visit hccs.edu/careers/ and select **SEARCH FOR A JOB AT HCC**.

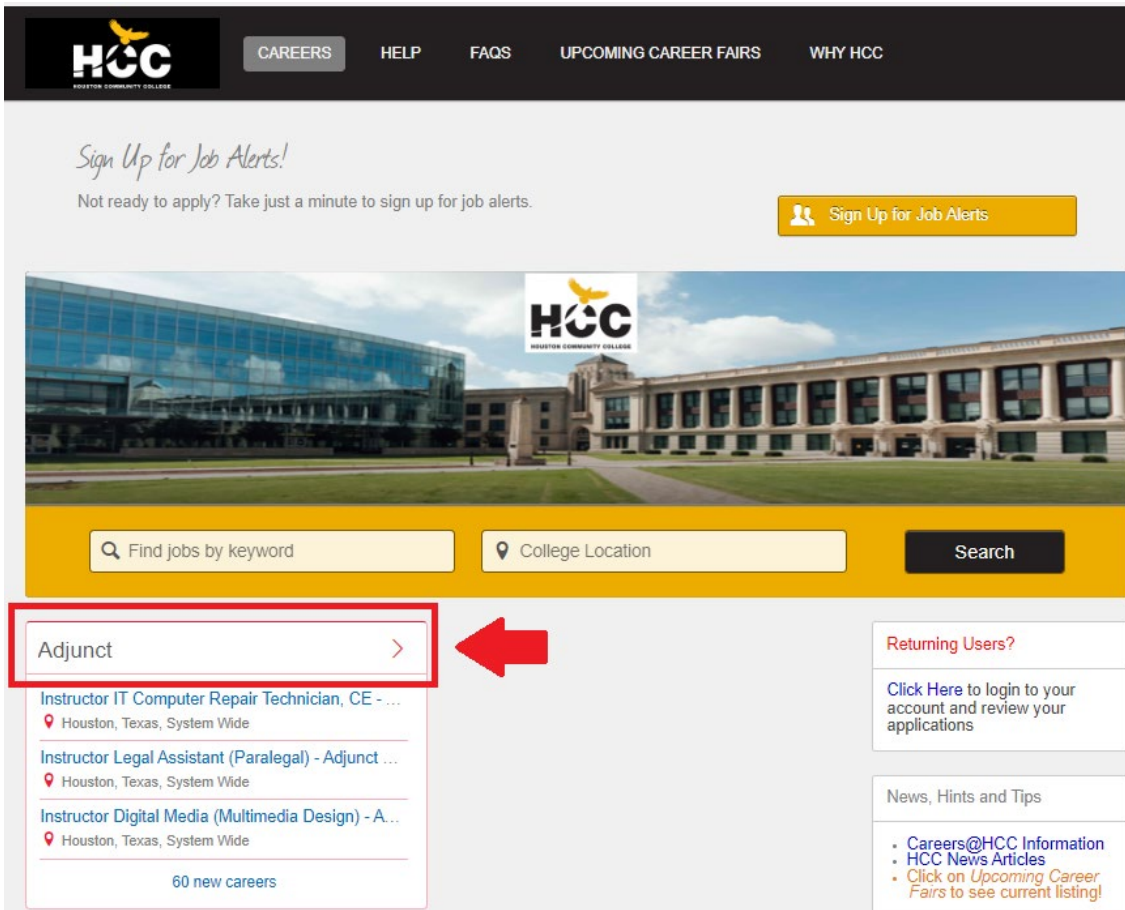


Houston, a great place to live and work

Houston is a business leader with a vibrant economy and an abundance of amenities and resources.



2. On the next page, select **ADJUNCT**, which will pull up the list of positions available.



3. Scroll down the list of positions until you find the one that you are looking for. Once you find the posting, please click **LEARN MORE** as shown in the example below.

The screenshot shows the top navigation bar of the HCC website with links for CAREERS, HELP, FAQs, UPCOMING CAREER FAIRS, and WHY HCC. Below the navigation is a banner for 'Adjunct Opportunities at Houston Community College' with the HCC logo and the text 'Let's get started.' and 'Explore Careers at Houston Community College'. A search filter indicates 'Click to further refine these results'. The main content area displays a job listing for 'Instructor IT Computer Repair Technician, CE - Adjunct Pool' located in 'Houston, Texas, System Wide'. The listing includes a 'NEW' badge, a '20001VC' code, and a timestamp 'About an hour ago'. A red arrow points to a green 'Learn More' button, which is highlighted with a red rectangular box. To the right of the job listing is a sidebar with sections for 'Share This Page' (with social media icons), 'My Profile' (with a 'Go to Profile' button), 'My Submissions' (with a 'My Submissions' button), and 'Sign Up for Job Alerts' (with a 'Sign Up Now' button).

4. Click on **APPLY FOR JOB**, shown in the example below to begin the application process. Here is where you will submit the following documentations for credentialing (resume, transcript(s), curricula vital...etc.).

The screenshot shows the top navigation bar of the HCC website with links for CAREERS, HELP, FAQs, UPCOMING CAREER FAIRS, and WHY HCC. Below the navigation is a banner for 'Instructor Legal Assistant (Paralegal) - Adjunct Pool' located in 'Houston, Texas, System Wide'. The listing includes a 'NEW' badge, an 'Adjunct' category, a '20001P0' code, and a timestamp '3 days ago'. A red arrow points to a yellow 'Apply for Job' button, which is highlighted with a red rectangular box. To the right of the job listing is a sidebar with sections for 'Returning Users?' (with a 'Click Here' link), 'Search Jobs' (with a search input field), 'My Profile' (with a 'Go to Profile' button), 'My Submissions' (with a 'My Submissions' button), and 'Sign Up for Job Alerts' (with a 'Sign Up Now' button).