BBCC Administrative Assistant Application

- Provide a current resume
- Fill out a BBCC Teacher Application Form
- Answer the following questions:

1. Why do you want this position?

2. Do you have experience keeping sensitive information confidential? Are you good at keeping information confidential?

3. What are your greatest strengths related to this position?

4. What are your greatest weaknesses related to this position?

5. When would you be available to work?