

Los Angeles Community College District Personnel Commission

Documents for the Interview Process

Contacts

Requests for job applications can be requested via phone or email from:

Marjorie Ford Senior Personnel Assistant (213) 891-2128 fordmg@email.laccd.edu	First Contact
Angela Underwood Senior Personnel Assistant (213) 891-2074 Underwal@email.laccd.edu	Backup Contact
Candace Campbell Supervising Personnel Analyst (213) 891-2126 campbelc@email.laccd.edu	Problem Resolution Only

Timeline

Requests must be received at least three days before the scheduled interview date.

Dos and Don'ts

- Request the applications as soon as you know who will be interviewed.
- Applications may be provided to the hiring authority in advance of the interview.
- Advise the hiring authority that applications should only be provided to members of the selection committee.
- Applicants have provided the information on their job application for use in the employment selection process only. The information is confidential and should not be discussed, shared, or used for any other purpose.
- The applications and any duplicates made for the process should be returned to the Classified Examinations Unit of the Personnel Commission when the selection process is completed.