**Phlebotomy Instructor** (PT)

Albany Technical College seeks a part-time Phlebotomy Instructor in our Allied Health Department. Under general supervision, the Phlebotomy Instructor will prepare and instruct courses as assigned. This individual will be responsible for classroom, laboratory and clinical instruction. This individual will also be responsible for preparation of lesson plans for classroom, laboratory and the clinical setting. He/she is expected to attend departmental meetings as necessary, evaluate student progress in attaining program goals and objectives, and will be responsible for other duties as defined by the Technical College System of Georgia. The successful candidate must be highly motivated, and have functional knowledge of a computer, and must possess appropriate diplomacy and critical thinking skills.

**Minimum Qualifications:** Applicant MUST have an Associate’s Degree or higher from an approved accredited school \*AND\* have a current Certification in Phlebotomy (AMT, ASCP, ASPT) \*AND\* have relevant work experience as a Phlebotomist in a medical facility.

**Preferred Qualifications:** Applicant MUST possess current licensure in the state of Georgia as an RN, LPN, or Paramedic or a Certified Medical Assistant \*AND\* previous teaching experience in a post-secondary environment, knowledge of Blackboard or other online management system.

**Physical Demands:** Work is typically performed in a classroom with intermittent sitting or walking in various settings. The employee occasionally lifts or moves objects of a light to medium weight. Hand and finger motion may be required for data entry purposes.

**Salary/Benefits:** This is a part-time position and does not include insurance benefits; work hours will not exceed 29 per week. Salary is commensurate with education and work experience. Work schedule may include online courses, as assigned.

**Application Deadline:**  The position will remain open until filled.All applications packets MUST be completed via the Online Job Center at <https://www.easyhrweb.com/JC_Albany/JobListings/JobListings.aspx> . As a part of the application process, interested candidates will be required to upload other documents including a resume, cover letter and unofficial transcripts (see job center listing for more details). This posting will be removed from the Online Job Center once the position has been filled. For more information regarding this position or application instructions, please contact the Human Resources Office [hr@albanytech.edu](mailto:hr@albanytech.edu). All positions require a pre-employment criminal background investigation, education, and employer/professional reference checks. Some positions may additionally require a motor vehicle record search, credit history check, fingerprinting, and/or drug screen. All male applicants between the ages of 18 and 26 years of age must present proof of Selective Service Registration. Copies of all transcripts should be submitted at the time of application. Official transcripts are required upon employment. Albany Technical College is an equal opportunity employer and does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, or citizenship status (except those special circumstances permitted or mandated by law).

***Note: Due to the volume of applications received, we are unable to personally contact each applicant.***

***If we are interested in scheduling an interview, a representative from our college will contact you***

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| **Title IX Coordinator:**  Dorene Aquino, HR Coordinator  1704 South Slappey Blvd.  Albany, GA 31701  229.430.6597 | **Equal Opportunity Officer:**  Lola K. Edwards-Director of Human Resources  1704 South Slappey Blvd.  Albany, GA 31701  229.430.1702 | **Section 504 Coordinator:**  Regina Watts, Special Needs Coordinator,  1704 South Slappey Blvd.  Albany, GA 31701  229.430.2854 |