



## Position Announcement February 2020

**Position:** Diesel Truck Maintenance Technician Instructor

**Application Deadline:** 03/13/2020

**Employment Status:** Adjunct

### Position Summary:

Under general supervision, provides instruction to students in Diesel Truck Maintenance courses. Demonstrates the use of appropriate teaching techniques, testing and grading procedures, effective use of oral and written communication skills, and knowledge of current in-field procedures. Follows approved course syllabus. Maintains program requirements, professional development training, and industry standards. Evaluates student progress. Participates in student advisement and registration. Maintain qualifications for employment as described by the Technical College System of Georgia (TCSG) Policy Manual and accreditation standards. Position may involve teaching traditional day and/or evening classes or and may require travel to any of the satellite locations within the College's service area.

### Projected Work Hours / Location:

This position is projected to work the College's normal business hours of 7:45 a.m. to 4:45, Monday through Thursday, and 7:45 a.m. to 3:30 p.m. Fridays. Position will be located at the Warner Robins and Macon Campuses with travel to other college campus locations as needed.

### Minimum Qualifications:

- Documented three (3) years paid full-time, in-field work experience to include competencies, skills and knowledge levels in the instructional program.
- Earned High School Diploma or equivalent

### Preferred Qualifications, in addition to minimum qualifications:

- Documented ASE certifications in the areas to be instructed
- Documented post-secondary teaching experience
- Earned Diploma or higher in Diesel Engine Technology

### The instructor should be able to accomplish all physical activities required of the general workforce in the technical area of teaching Diesel Technology, including:

- Physically and safely lift Diesel items on a regular basis weighing 10 to 20 pounds.
- Occasionally lift Diesel items weighing up to 50 pounds – tires and wheels
- Be able to manipulate Diesel equipment safely onto a lift or other equipment used in the Diesel lab weighing from 500 to 1,000 pounds.
- Perceive spatial awareness – Be able to see conditions that may present a dangerous environment – Glasses or corrected vision allowed
- Be able to visually perceive objects – Glasses or corrected vision allowed
- Physically respond to any dangerous condition quickly
- Physically work in an environment with variable temperatures – includes classroom, lab or parking lot

- Physically stand on your feet for at least 15 minutes an hour without a break
- Physically bend at the knees and hold an object at the same time – Be able to adjust the service rack before the bike is lifted
- Physically bend at the waist – Be able to bend over and pick-up objects (parts) from the floor

**Salary/Benefits:** Gross Fee Per Course. Adjunct positions are temporary, time-limited appointments encompassing a single academic term or period and do not imply or suggest a continuance of employment or a promise of future full-time employment. CGTC is a member of Teachers Retirement System of Georgia (TRS) and Employees Retirement System of Georgia (ERS). Adjunct positions are not eligible for TRS or ERS retirement benefits, state insurance, leave or holiday pay.

**APPLICATION PROCEDURE:**

All applications and supporting documents must be submitted online by the posted deadline via the Central Georgia Technical College Job Center. A completed application packet consists of the following:

- A completed CGTC online application
- Postsecondary transcripts that demonstrate the applicant meets the educational minimum requirements and, if applicable, the preferred educational requirements
- Positions requiring a High School Diploma or GED as a minimum qualification do not have to submit transcript documentation as part of the application process
- Non-photo license(s) and/or certification(s) which fulfill the requirements of the position

Unofficial transcripts are accepted to the extent that they indicate that the degree or credential was earned/conferred; grade reports and diploma copies are not accepted in lieu of transcripts. Educational credentials, degrees, or coursework cannot be considered without transcripts. Incomplete application packets at the time of the position closing may not be considered. It is the responsibility of the applicant to obtain and upload the application documentation by the stated deadline.

For more information, please contact the Human Resources Office at 478 757 3449 or 478-218-3700.

All applicants are subject to the following applicable pre-employment screenings

Criminal History Records	Motor Vehicle Records
Employment References	Pre-Employment Drug Test
Fingerprint Records	Credit History Records
Psychological Screening	Medical Examination

As set forth in its student catalog, Central Georgia Technical College (CGTC) does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, genetic information, veteran status, or citizenship status (except in those special

circumstances permitted or mandated by law). The following person has been designated to handle inquiries regarding the non-discrimination policies:

The Title VI/Title IX/Section 504/ADA Coordinator for CGTC nondiscrimination policies is Cathy Johnson, Executive Director for Conduct, Appeals and Compliance, Room A-136, 80 Cohen Walker Drive, Warner Robins, Ga, 31088; Phone (478) 218-3309; Fax (478) 471-5197; Email: [cajohnson@centralgatech.edu](mailto:cajohnson@centralgatech.edu).

All application materials are subject to the Georgia Open Records Act O. C. G. A. §50-18-70.