



**Commercial Truck Driving Road/Range Instructor  
Part Time/Days  
Walker County Campus**

**Job Summary:**

Georgia Northwestern Technical College is seeking qualified applicants for the position of Road/Range Instructor for the Commercial Truck Driving Program to be located on the Walker County Campus and will be required to travel to other campuses to meet operational requirements. This position will report to the Dean of Industrial Technologies. This is a part-time position for day courses with a maximum of no more than 29 hours per week. Work is only available during the semester and excludes any and all holidays/breaks during the semester. This position requires an on-campus work environment presence and does not offer a telework option.

**Duties/Responsibilities:**

Under instructor supervision, job duties will include but are not limited to:

- Road/Range instruction
- Ensure commercial truck driving equipment is secure and operable
- Administer tests, as required.
- Request and maintain supplies and equipment.
- Maintain program certification requirements in the field of instruction.
- Prepare and maintain all required documentation and administrative reports.
- Ensure safety and security requirements are met in training area.
- Assist with recruitment, retention and job placement efforts.
- Other duties as assigned.

**Competencies:**

- Knowledge of instructional practice and theory.
- Skill to work cooperatively with students, faculty and staff.
- Skill in the preparation and delivery of classroom content.
- Skill to make timely decisions.
- Skill in the operation of computers and job-related software programs.
- Decision making and problem-solving skills.
- Skill in interpersonal relations and in dealing with the public.
- Oral and written communication skills.

**Minimum Qualifications:**

Current Commercial Driver's License (CDL). Three (3) years paid work experience in-field within the past seven years. Excellent organizational, communication, and interpersonal skills.

\*As required by Federal Regulations (49 C.F.R. Part 40 and 49 C.F.R. Part 382), a physical exam and drug screening are required as part of the mandatory background check process. If hired, you will be included in the random drug and alcohol testing as a condition of employment.

**Preferred Qualifications:**

Certificate in Commercial Truck Driving, or specialized/related training with an emphasis on demonstrated competencies. Post-Secondary Teaching experience, curriculum development, and program recruitment experience in a two-year college environment. Excellent technology and classroom management skills.

**Physical Demands:**

Work is typically performed on the Driving Range and Road systems. The employee will be exposed to hot and cold temperatures. The employee occasionally lifts or moves objects to a light to medium weight. Full range of hand and finger motion may be utilized for data entry purposes. If the job involves driving, physical requirements include the ability to operate a vehicle and sit for extended periods.

**Salary:** \$30.66 per hour

**Benefits:**

If this is a part-time position, no benefits are available. If this is a full-time position, benefits include: 13 paid State holidays, annual and sick leave, paid parental leave, educational support leave, options in the State of Georgia health and flexible benefits package, 401K & 457 options, a choice of two retirement systems dependent upon position: Teachers Retirement System of Georgia or the Employee's Retirement System of Georgia.

**Application Deadline:** Open until filled.

**Application Process:**

All application packets MUST be completed via the GNTC Online Job Center at [www.gntc.edu/about/employment/](http://www.gntc.edu/about/employment/). We do not accept resumes, transcripts, etc. in any other format except through the Online Job Center. As a part of the application process,

interested candidates will also be required to upload documents such as a resume, work references, contact information, education credentials such as licenses, certifications, and transcripts, if applicable and those applicable will be verified prior to beginning employment. Pursuant to college policy, a thorough background investigation, including a criminal history records check, shall be conducted on all candidates prior to employment. Some positions may require a motor vehicle record search, credit history and drug screen. **No phone calls or emails please.**

## **A Unit of the Technical College System of Georgia**

### **Equal Opportunity Employer**

A unit of the Technical College System of Georgia, as set forth in its student catalog, GNTC complies with the Technical College System of Georgia (TCSG). The TCSG State Board prohibits discrimination on the basis of an individual's age, color, disability, genetic information, national origin, race, religion, sex or veteran status ("protected status"). No individual shall be excluded from participation in, denied the benefits of or otherwise subjected to unlawful discrimination, harassment or retaliation under any TCSG program or activity because of the individual's protected status; nor shall any individual be given preferential treatment because of the individual's protected status, except the preferential treatment may be given on the basis of veteran status when appropriate under federal or state law. Title IX and Equity Coordinator: Linda McEntire, Floyd County Campus, Building I Room 105, 706-516-5184, [lmcentire@gntc.edu](mailto:lmcentire@gntc.edu).