ADJ. INSTRUCTOR COMPUTER NETWORKING

(PART TIME) (IN-PERSON)

MULTIPLE CAMPUS LOCATIONS

**MINIMUM QUALIFICATIONS:**

Master’s degree in a computer related field from national or a regionally accredited college and certification in Cisco. Candidate must have at least two years of in-field work or computer related instructional experience within the past five years. Experience must include Network installation/configuration/administration using CISCO products, PC installation and maintenance, and MS Office (Word, Excel, Access, and PowerPoint). Cisco Networking Academy CCNA approved instructor or working toward approval. Excellent human relations skills.

**PREFERRED QUALIFICATIONS:**

Master’s degree in a computer related field from a national or a regionally accredited college and Academy CCNA approved instructor. Candidate must have at least three years of in-field work or computer related instructional experience within the past five years. Hold nationally recognized certifications in Cisco, CompTIA A+ and Network+ certifications. Experience must include Network installation/configuration/administration using CISCO products, PC installation and maintenance, and MS Office (Word, Excel, Access, and PowerPoint). Excellent human relations skills.

**RESPONSIBILITIES:**

Develops program and course outlines, goals and objectives. Evaluates students’ progress in attaining goals and objectives. Requests and maintains supplies and equipment and prepares required budget requests. Develops teaching methods and maintains management procedures and documentation. Maintains program certification requirements. Meets with students, staff members and other educators to discuss students’ instructional programs and other issues impacting the progress of the students. Assists with recruitment, retention and job placement efforts. Ensures safety and security requirements are met in the training areas. Attends in-service training, workshops, seminars and conferences.

**SALARY:**

This is a part-time position without insurance benefits; work hours will not exceed 29 per week.  Hourly rate is commensurate with education and work experience.

**SPECIAL NOTES:**

It shall be a condition of employment to submit to a background investigation.  Offers of employment shall be conditional pending the result of the background investigation.

Federal Law requires ID and eligibility verification prior to employment.

All male U.S. citizens, and male aliens living in the U.S., who are ages 18 through 25, are required to register for the military draft and must present proof of Selective Service Registration upon employment.

Applicants who need special assistance may request assistance by phoning (770) 229-3454.

Applicantsscheduled for interviews will be notified of the status of the position. The candidate selected for this position must successfully complete a criminal background investigation and motor vehicle screening.

The Technical College System of Georgia and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member, or citizenship status (except in those special circumstances permitted or mandated by law). This nondiscrimination policy encompasses the operation of all technical college-administered programs, programs financed by the federal government including any Workforce Innovation and Opportunity Act (WIOA) Title I financed programs, educational programs and activities, including admissions, scholarships and loans, student life, and athletics. It also encompasses the recruitment and employment of personnel and contracting for goods and services.