



POSITION ANNOUNCEMENT

Air Conditioning Technology Adjunct

CAMPUS: Coffee

STATUS: Temporary

Under general supervision, will provide instruction to students at the Coffee Campus in Air Conditioning Technology courses. Demonstrates use of appropriate teaching techniques. Demonstrates the use of appropriate testing and grading procedures including proper maintenance of grade books and any other appropriate record-keeping required. Understands and is experienced in operating, troubleshooting, and repairing equipment in the air conditioning field. Follows appropriate course syllabi. Completes all documentation related to assigned courses in a timely manner and maintains an accurate inventory of all assigned property. Courses will be primarily for night classes; may include some day classes depending on the availability of applicant.

MINIMUM QUALIFICATIONS

Diploma in the teaching discipline (heating, ventilation, air conditioning, refrigeration) with verifiable credentials, qualifications, or competencies appropriate for teaching the course content. Must have been employed in field in at least three of the last seven years. Strong written and verbal communication skills. Excellent interpersonal and teamwork skills.

PREFERRED QUALIFICATIONS

Previous teaching experience at the postsecondary level. Competency in Microsoft Office application programs.

SALARY/BENEFITS

Salary is \$18.00/hr. This position is part time and does not include benefits.

APPLICATION INSTRUCTIONS

Application Deadline: Friday, June 17, 2011

All application packets MUST be completed via the Online Job Center at www.wiregrass.edu/about/employment.php. As a part of the application process, interested candidates will also be required to upload other documents such as a resume and reference forms (see job center listing for more details). This posting will be removed from the Online Job Center on the date posted above. For more information regarding this position or application instructions, please contact the Human Resources Office at (229) 333-5356 ext. 1 or humanresources@wiregrass.edu.

Equal Opportunity Employer

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