



Savannah Technical College

Adjunct Bus Driver Instructor - Continuing Education -

Job Number: EDU0050

Job Posting: Oct 16, 2015 -

Closing Date: Ongoing

Primary Location: GA-Chatham

Job: Education

Shift: Variable

Description:

The Savannah Technical College Continuing Education Program is seeking qualified, experienced, and knowledgeable working professionals, who enjoy teaching, to serve as Adjunct/Part-Time Bus Driver Instructors. The Adjunct Instructor will be responsible for teaching students in classroom and road test environments. This position may require participation in college committees and meetings, and performing other duties as assigned. Applications are being accepted in an on-going basis in effort to establish an instructor pool, and will remain on file for one year.

Characteristic Duties and Responsibilities.

- Instructing students; developing program syllabi, goals and objectives.
- Evaluating students' progress in attaining goals and objectives.
- Requesting and maintaining supplies and equipment.
- Maintaining program certification requirements as appropriate.
- Preparing and maintaining required documentation and administrative reports.
- Maintaining knowledge of current trends and developments in the field by attending appropriate staff development training, workshops, seminars, and conferences.
- Ensures appropriate safety procedures are followed to maintain the safety of students and driving public at all times.
- Course availability may vary each term.

Qualifications

- A current/valid Commercial Driver's License with Passenger (P) and School Bus (S) endorsements required.
- Diploma in Commercial Truck Driving preferred.
- Must have three (3) years of Commercial Driving experience within the past seven (7) years; five (5) years of Commercial Driving experience within the past (7) years preferred.
- Experience as a school, tourist, or passenger bus driver strongly preferred.
- Working knowledge of a bus and its components.
- Must demonstrate excellent oral and written communication skills, as well as computer skills.
- Experience in commercial vehicle driving instruction and/or commercial driver training preferred.
- Teaching experience at a post-secondary institution is desirable.

Conditions of Employment

- Candidates will be subject to a Motor Vehicle Records (MVR) check and a criminal background check.
- Commercial Driving instructors are subject to post-offer, pre-employment, reasonable suspicion, and random drug and alcohol testing.

Physical Demands

Teaching responsibilities are typically performed in a classroom/lab environment with the employee intermittently sitting, standing, walking, bending, pushing, and pulling for three (3) – four (4) continuous hours at a time. The employee frequently lifts light to medium weight objects, up to 50LBS. The work is performed in campus buildings and outdoors where the employee is occasionally exposed to cold or inclement weather. The exposure to dirt, dust, grease, machinery with moving parts, chemicals, and fumes is possible in the laboratory environment.

Salary

Salary is commensurate with education and work experience. Positions are typically appointed on a course-by-course basis.

Application Procedure

Position considered open until filled. Candidates must pass a criminal background check. Applicants must submit an electronic application through [Team Georgia Careers](#), and attach cover letter and resume (incomplete submissions will not be considered). **Please include your annual salary for each position held.**

POSITION CONTINGENT UPON FUNDING AND ALLOCATION OF POSITION.

Note: No phone inquiries please. 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.

All male applicants between the ages of 18 and 26 years of age must present proof of Selective Service Registration. Savannah 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). [Invitation to Self-Identify](#) For compliance activities, contact Melissa Banks, Title IX and Equity Coordinator, Room A110 or (912) 443-3388, mbanks@savannahtech.edu. Send written correspondence to Savannah Technical College, Attn: Melissa Banks, 5717 White Bluff Road, Savannah, GA 31405. STC is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the associate degree. Candidates may be required to submit a valid Driver's License, proof of insurability, and/or a driver's history report for positions involving state travel.