POSITION ANNOUNCEMENT
Computer Information System Instructor

CAMPUS: Sandersville Campus   **STATUS:** Full-Time (Exempt)

DESCRIPTION

Under general supervision, the CIS Instructor will provide classroom instruction to students in the CIS Program at Oconee Fall Line Technical College. Demonstrates the 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. Demonstrates the effective use of oral and written communication skills. Demonstrates knowledge of current in-field procedures. Follows approved course syllabus. Completes all reports, records in a timely manner and maintains an accurate inventory of all assigned properties. The CIS Instructor will report directly to the Dean of Academic Affairs - Business Services. Position may involve day and evening hours and may require travel to other campus locations.

MINIMUM QUALIFICATIONS

Master's degree in computer information systems, information systems, cybersecurity, information technology, or a related field.

COMPETENCIES

Work experience must include the competencies, skills and knowledge levels required for the subject matter being taught in the CIS program. Experience as an instructor/teacher in a secondary or postsecondary setting is preferred.

SALARY/BENEFITS: Salary is commensurate with education and experience. Benefits include state holidays, annual, personal, and sick leave, State of Georgia Flexible Benefits and State Health Benefit Plan.

 ****Employment is contingent based upon successful completion of appropriate background checks.

APPLICATION INSTRUCTIONS:

The position is available until filled. Applicants must complete the job application process through the Oconee Fall Line Technical College Online Job Center at www.OFTC.edu located under Employment Opportunities. As a part of the application process, interested candidates will also be required to upload certain other documents such as a resume, unofficial transcripts, and proof of license as stated on the job ad. Incomplete submissions will not be considered. **Note: 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.**