

## POSITION VACANCY

**POSITION:** Part-Time, Adult Education, Manual Machining Instructor

**POSTED:** August 20, 2018

**STARTING DATE:** September 2018

**MINIMUM  
QUALIFICATIONS:**

- Five years plus Machining in a full-time position.
- Able to demonstrate proficiency in both manual mill and lathe work.
- Able to provide training in machining safety, set-up, and proper operation of various types of mills and lathes.
- Able to guide and troubleshoot students' progress.
- Willingness to obtain One Year Adult Education Permit, if valid teaching certificate/licensure is not held.
- Demonstrated ability to research and select online resources for students.
- Demonstrated ability to teach content using online resources.
- Willingness and demonstrated the ability to work with students, teachers, and administrators as a team member.
- Good organizational skills.
- Must pass a criminal background check.

**SALARY:** \$25.30 per hour, on a Part-Time, As Needed basis.

**APPLICATION  
PROCESS:**

Submit completed Tolles application, resume, copies of any transcripts and copies of any current certificates or licenses to:

Tolles Career & Technical Center  
Superintendent's Office  
7877 US Highway 42 South  
Plain City OH 43064  
Fax: (614) 873-8761  
[Lweeks@tollestechnology.com](mailto:Lweeks@tollestechnology.com)