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Non-Classified Opening

# PRE-APPRENTICESHIP INSTRUCTOR

Non-Classified Classification

**College of Eastern Idaho**

**Open for Recruitment:** Open for Recruitment: Open until filled. Application review will begin immediately– interested candidates are encouraged to apply as soon as possible.

**Salary Range:** \$20.25 per hour

**Class Dates:** Spring 2018 Semester January 29, 2018 – May 3, 2018  
**Classes:** Monday – Thursday 10:00 am to 12:00 pm

**Location(s):** Idaho Falls

**SPECIAL NOTIFICATION:** This position is exempt from classified state service and the rules of the Division of Human Resources and the Idaho Personnel Commission.

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## GENERAL STATEMENT OF FUNCTION:

Teach pre-apprenticeship skills to ESL (English as a Second Language) students who want to enter an apprenticeship program in the trades. Topics covered will include safety, work ethics, construction codes and standards, construction math, reading drawings, prints and schematics, etc. This instructor will co-teach with an ESL (English as a Second Language) instructor who will work on English language acquisition as it pertains to trades and the workplace.

## MINIMUM QUALIFICATIONS:

Experience working in electrical, plumbing, HVAC, or general construction trades; formal classroom teaching experience

**Additional Preferred Qualifications:** Prior experience with Adult Basic Education programs.

## HOW TO APPLY:

Electronically submit a completed application packet (**in .pdf or Word format**) Attention: Theresa Groenewold to [hr@cei.edu](mailto:hr@cei.edu). The application packet must include the following:

1. State of Idaho Employment Application
2. Cover Letter
3. Résumé or VITA
4. Unofficial Transcripts
5. Three Professional References with direct contact information

**Incomplete packets will not be accepted. Official transcripts required upon hire.**

For additional questions contact: Human Resources at (208) 535-5495 or by email at [hr@cei.edu](mailto:hr@cei.edu)

*AA/EOE/ADA*

Hiring is done without regard to race, color, religion, national origin, sex, age or disability. In addition, preference may be given to veterans who qualify under state and federal laws and regulations. If you need special accommodations to satisfy testing requirements, please contact the Division of Human Resources.