



**Job Title:** Adult Education HVAC Instructor/Coordinator  
2020 - 2021 School Year

**Job Type:** Certified, 185 Days; Benefits

**Location:** Adult Education

**Description:** The Instructor/Coordinator for HVAC has the direct responsibility for this program and provides leadership and support for the development and operation of HVAC. He/she advises the Director regarding community needs for program improvement. He/she promotes and recruits students and staff for this program.

**Qualifications:** Bachelor's degree or equivalent administrative work experience or combination of education and work experience required. Knowledge of and/or work experience in Career-Technical or Adult Education or experience in equivalent corporate training environment required. Supervisory skills and experience required. A valid one-year teaching certificate or ability to obtain one. Valid industrial certification(s) aligned to assigned programs preferred.

**Start Date:** November 30, 2020

**Application Deadline:** November 20, 2020

**Apply To:** Resumes may be emailed to [humanresources@c-tec.edu](mailto:humanresources@c-tec.edu)  
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