VACANCY NOTICE

ISSUE DATE: ____________

CLOSING DATE: ________

COLLEGE: Kingsborough Community College

POSITION: Adjunct Lecturer in the Department of Business [______________________________ position(s)]

QUALIFICATIONS: A baccalaureate or graduate degree (master’s degree preferred) in related area. A minimum of three years of teaching experience is required.

DUTIES: To teach a 3 credit, 3 hour college level course to junior and/or senior students at this high school BA 60: Introduction to Computer Concepts. The course introduces the students to the applications of word processing, spreadsheets, and presentation graphics—and the Internet. Students learn conceptual and operational skills necessary to successfully compete in a modern computer business environment. This class is in addition to the teachers’ regular Department of Education day and is tentatively scheduled to meet on (days) ______________________ from (start time) ___________ to (end time) ________________.

Salary: A single hourly rate of $91.67 will be in effect starting 8/25/2022 for this title.

Effective Date: ________________

APPLICATIONS ARE AVAILABLE IN ROOM ___________

FROM ________________

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION/AMERICAN DISABILITY ACT EMPLOYER