



1890 3rd St., Brookley Complex, Mobile, AL 36615

POSITION ANNOUNCEMENT

FULL-TIME POSITION

WELDING PROGRAM INSTRUCTOR
HIGH SCHOOL MARITIME APPRENTICESHIP PROGRAM

Based in Mobile, Alabama

Posting date: July 24, 2009

Closure date: July 31, 2009

Anticipated Fill Date: August 3, 2009



A Member of the Alabama Community College System

POSITION ANNOUNCEMENT**DATE:** July 24, 2009**POSITION:** FULL-TIME WELDING PROGRAM INSTRUCTOR

MINIMUM REQUIREMENTS:

- Ability to follow established laws, policies and procedures.
- Ability to work in a constant state of awareness.
- Must be able to work in an industrial setting and multi-task under stressful conditions.
- Regular and predictable attendance is an essential function of the job.
- Minimum high school diploma or GED certificate and two years additional college training in appropriate area of specialization; or three years work experience in appropriate area of specialization. AWS certification preferred.
- Must have valid Alabama driver's license and meet minimum policy requirements to be insured to operate AIDT vehicles.

CRIMINAL BACKGROUND CHECK:

- In accordance with Alabama Community College System policy and guidelines, the applicant chosen for employment will be required to sign a *Criminal Background Check* consent form and to submit a nonrefundable \$45 payment for the cost of the criminal background check. Employment will be contingent upon the receipt of a clearance notification from the criminal background check.

SPECIFIC DUTIES:

- Design, develop, coordinate, and instruct technical training programs in FCAW, GMAW, OFC, PAC, and SMAW processes.
- Prepare instructional materials in the above subject areas using computer skills in word processors, spreadsheets, and presentation software.
- Develop course lesson plans, exercises, and practical/written examinations.
- Administer written and practical examinations to trainees in numerous different skill areas.
- Design, develop, and construct training material and aides for numerous skill areas.
- Evaluate, report, and make recommendations on trainee progress.
- Perform duties with considerable independence and decision-making authority with a minimum of supervision.
- Prepare and deliver oral and written presentations in areas of expertise.

WORK HABITS:

- Comply with all policies and procedures regarding punctuality, attendance and workplace ethics.
- Communicates professionally with staff, company representatives, government officials and the general public.
- Contributes to and extracts from the information flow of AIDT using automated tools.
- Plans daily/weekly work schedule without direct supervision.
- Coordinates and accounts for AIDT resources within assigned area(s) or responsibility.



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**REQUIRED
KNOWLEDGE,
SKILLS, AND
ABILITIES:**

- Ability to understand and follow directions received from a diverse technical and management staff.
 - Ability to learn internal AIDT processes and job specific systems.
 - Ability to function in an automated work environment.
 - Ability to communicate effectively verbally and in writing.
 - Ability to work independently and function in a team-based environment.
 - Ability to interact professionally with company representatives, public officials, trainees, coworkers, and the general public.
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- Ability to set and meet deadlines and to handle multiple projects concurrently.
 - Ability to follow established laws, policies, and procedures.
 - Comprehend technical literature and processes.
 - Knowledge of technical trends pertaining to new technologies.
 - Ability to comply with all pertinent safety, environmental and other local, state, and federal laws.
 - Ability to effectively present technical information to groups in a classroom or lab environment.
 - Ability to work flexible hours based on program needs.
 - Ability to comply with AIDT policy regarding attendance. (Regular and predictable attendance is an essential function of the job.)

SALARY:

Salary will be paid on a nightly basis at the rate of \$27/hour.





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**APPLICATION
PROCEDURE:**

Resumes must be received on or before the closing date. **Resumes received after July 31, 2009, 1:00 p.m. will not be considered.** Interviews are by appointment only. Applicants must travel to interviews at their own expense. All male applicants between the ages of 18-26 must provide proof of Selective Service Registration. AIDT may request copies of grade transcripts and employment references during the application process.

**APPLICATION
DEADLINE:**

July 31, 2009

**PROJECTED
START DATE:**

August 3, 2009

SEND A DETAILED RESUME TO:

WELDING INSTRUCTOR
AIDT
Attn: Tony Hopper
1890 3rd St., Brookley Complex
Mobile, AL 36615
251-405-8698 (phone)

It is the policy of AIDT to provide equal opportunity for employment and advancement to all applicants and employees without regard to race, color, national origin, religion, age, disability, marital status, or gender, as provided by federal and state law. AIDT is an equal opportunity employer.



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