



Job Details Form

POSITION

Vacancy Number

Position Title Truck Driving Training Instructor

Reports to Program Director

Department Truck Driving Academy

Is this position a
supervisory position? No

Office Location Bldg H

SCOPE

Summary of Posting Provides training for beginning and upgraded training in the Ohio Commercial Driver's Licensing System, for a Class A CDL. The individual must meet all licensing criteria as required by the State of Ohio, Ohio Department of Public Safety.

Job Responsibilities Train beginning truck driving students in the written requirements, inspection, maneuvering and driving skills necessary to successfully pass the State of Ohio Licensing tests. Records entrees on paperwork required by the College and the State of Ohio in order to document and prove training criteria and hours of employee work time.

REQUIRED QUALIFICATIONS

What minimum level of education is needed to satisfactorily perform the job at entry level?

High School Diploma or GED equivalent

What minimum types of experience are needed to enter the job at entry level? Also, what is the minimum time required for each type of experience?

A minimum of 3 years experience operating a Class A Vehicle on highways .
Must be able to pass a Department of Transportation (DOT) physical and drug screen.
Must be able to pass the licensing criteria of the ODPS, including a character background check, Motor Vehicle report, as well as written and behind the wheel tests comparable to student tests at the state licensed exam station.

What field(s) should the training or degree be related to?

Truck Driving

Are any state, federal, or professional licenses, certifications, or certificates required to enter the job? If so, please list.

Must satisfy the licensing requirements of the ODPS

Items preferred, but not required (if applicable)

Knowledge

Teaching or Coaching experience

Skills

Driving /Maneuvering/ Inspecting a Commercial Motor Vehicle

Abilities

Be able to relate well and be willing to work with beginning students. Patience

Other Characteristic (Personality, Attitude, Social Presence, etc.)

Ability to interact effectively with the public and students.

COMPENSATION INFORMATION

Job Classification

Non-Credit Instructor

Job Type

Part-Time

Category

Non-Exempt (hourly)

Recruitment Type

External Posting open to general public

Union Position	Yes
Grade (if union position)	
Work Schedule	Mon thru Thurs as needed from 7:45 AM up to and including 4:45 PM
Hiring Range (Min - First Quartile)	\$10.00-\$15.00/ hour

ADDITIONAL POSTING INFORMATION

Job Open Date	Continuing
For Full Consideration Apply By	anytime
Application Review Date	ongoing
Job Close Date	N/A
Required Application Materials	Resume with work history
Other Special Instructions	