



# TENNESSEE COLLEGE OF APPLIED TECHNOLOGY

HOHENWALD

## POSITION ANNOUNCEMENT HVAC Instructor - Hohenwald

The Tennessee College of Applied Technology Hohenwald is accepting applications for the position of HVAC Technology Instructor – Lewis County Main Campus Location.

### **MINIMUM QUALIFICATIONS:**

- Extensive knowledge in the areas of Heating, Ventilation, and Air Conditioning industry.
- Ability to organize and provide theoretical and practical instructional activities to enable students to compete in the HVAC job market
- Organizational and communication skills necessary to be an effective instructor.
- · Must show evidence of good character, mature attitude and stable personality.
- · Must possess computer skills.
- Associate Degree or TCAT Diploma preferred from an accredited technical training program in HVAC – heating, ventilation, and air conditioning. Minimum of three (3) years work related experience

### **GENERAL DUTIES:**

- Provide instruction to students in all areas of the HVAC Technology curriculum.
- Monitor, grade and evaluate individual students' progress.
- Assist in recruitment and placement of students, as well as follow-up of graduates.
- Must be willing to remain current in the field by participating in professional development activities.
- Maintain good public relations with business and industry.
- Must have ability to complete reports/paperwork and meet deadlines.
- Maintain accurate record keeping.
- Communicate effectively in a professional, tactful and courteous manner with students, employees, faculty, and the general public.

**SALARY:** Commensurate with education and experience in accordance with the guidelines established by the Tennessee Board of Regents.

Employment applications are available at the main campus and on our website at [www.tcathohenwald.edu](http://www.tcathohenwald.edu). Interested individuals should submit a cover letter, resume, certificate/diploma, and application to:

TCAT Hohenwald Attn: Human Resources  
813 West Main Street  
Hohenwald, TN 38462

[Chelsey.Seiber@tcathohenwald.edu](mailto:Chelsey.Seiber@tcathohenwald.edu)

Review of applications will begin immediately and will be accepted until the position is filled.

**TCAT-H is an EOE/AA/ADA Employer  
A Tennessee Board of Regents Institution**

**Accredited with the Council on Occupational Education**

**NOTICE OF NON-DISCRIMINATION:** The Tennessee College of Applied Technology-Hohenwald does not discriminate on the basis of race, color, religion, creed, ethnicity or national origin, sex, disability, age status as a protected veteran or any other class protected by Federal or State laws and regulations and by Tennessee Board of Regents policies with respect to employment, programs, and activities. The following person has been designated to handle inquiries regarding non-discrimination policies: Randy Young, 813 West Main, Hohenwald, TN 38462, phone no. 931-796-5351 x128, Email: [randy.young@tcathohenwald.edu](mailto:randy.young@tcathohenwald.edu).