



**Substation Electrical Apprentice Instructors**  
Part-time Instructor

Job Order 601527  
May 26, 2016

**Department:** Trades & Engineering Technology

**Reports To:** Manager, Apprenticeship

**LOCATION:** Green Bay, WI

**HOURS:** Hours vary and can include day, evening, and weekend classes. Classes to start for Fall/August 2016

**SALARY:** \$39.00 per class hour contracted

*This position is customer-focused and will require flexible scheduling and/or delivery to meet customer needs.*

Northeast Wisconsin Technical College is committed to promoting a learning environment where employees and students of differing perspectives and cultural backgrounds pursue career and academic goals embraced in an environment of respect and shared inquiry.

***The College is seeking to attract ethnically diverse instructors and staff who can inspire our increasingly diverse student population.***

**Required online application available on website:** [www.nwtc.edu](http://www.nwtc.edu)

**Location:** Northeast Wisconsin Technical College, Human Resources, 2740 West Mason Street, Green Bay, WI 54307-9042. All postings are considered current and available until removed from the website.

**GENERAL QUALIFICATIONS**

- Associate in similar field or Registered Journey-worker's certificate in subject area and five years of direct occupational experience.
- WORKING TITLES WHICH PROVIDE THE OCCUPATIONAL EXPERIENCE NECESSARY TO FUNCTION AS AN INSTRUCTOR
  - \* Substation Electrician
- At minimum, occupational experience has to have occurred at least 1 year within the last 5 years.
- Ability to work in a team environment

**GENERAL DUTIES AND RESPONSIBILITIES**

- Responsible for managing the instruction process, associated curriculum review and development, and student advising within the area of instruction.
  - Areas of instruction to be covered could include (but not limited to): **SUBSTATION ELEC APPR TRNG 1** ...substation electricians inspect, test, repair and maintain high and medium voltage electrical equipment related to power transmission and distribution, with a specialization on substations.

**PHYSICAL DEMANDS**

<b>Physical Demands</b>		<b>Lift/Carry</b>	
Stand	F (Frequently)	10 lbs or less	O (Occasionally)
Walk	C (Constantly)	11-20 lbs	O (Occasionally)
Sit	O (Occasionally)	21-50 lbs	F (Frequently)
Handling / Fingering	F (Frequently)	51-100 lbs	O (Occasionally)
Reach Outward	O (Occasionally)	Over 100 lbs	O (Occasionally)
Reach Above Shoulder	F (Frequently)	<b>Push/Pull</b>	
Climb	O (Occasionally)	12 lbs or less	F (Frequently)
Crawl	O (Occasionally)	13-25 lbs	F (Frequently)

Squat or Kneel	F (Frequently)	26-40 lbs	F (Frequently)
Bend	F (Frequently)	41-100 lbs	O (Occasionally)

- N (Not Applicable)** Activity is not applicable to this occupation.
- O (Occasionally)** Occupation requires this activity up to 33% of the time (0 - 2.5+ hrs/day)
- F (Frequently)** Occupation requires this activity from 33% - 66% of the time (2.5 - 5.5+ hrs/day)
- C (Constantly)** Occupation requires this activity more than 66% of the time (5.5+ hrs/day)

**Other Physical Requirements**

Ability to wear Personal Protective Equipment (PPE) (Safety Protection as needed for the job.)

The College has reviewed this job description to ensure that essential functions and basic duties have been included. It is intended to provide guidelines for job expectations and the employee's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. This document does not represent a contract of employment, and the College reserves the right to change this job description and/or assign tasks for the employee to perform, as the College may deem appropriate.

NWTC does not discriminate on the basis of age, race, color, disability, sex, gender, sexual orientation, gender identity, national origin or other protected classes.