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[www.waynecc.edu](http://www.waynecc.edu)

## POSITION VACANCY

March 16, 2016

|                                |                  |
|--------------------------------|------------------|
| Name of positions:             | Lab Assistant    |
| Applications accepted through: | April 8, 2016    |
| Effective date of employment:  | April 18, 2016   |
| Length of employment:          | Part-time        |
| Salary Range:                  | \$13.77 per hour |

### Position Qualifications (Knowledge, Skills and/or Abilities required)

Minimum of a Diploma in HVAC Systems Technology with work experience in HVAC maintenance, repair, and diagnostics, A.A.S. with HVAC Service Excellence HVAC certifications are preferred. The ability to work independently while recognizing situations that require the faculty or supervisor's attention; ability to supervise students during lab activities; ability to communicate effectively orally and in writing; and establish cooperative working relationships with persons contacted in the course of performing assigned duties. Knowledge of chemical Safety Data Sheets (SDS), proper storage, and Personal Protection Equipment (PPE).

### Job Summary

Position is responsible for assisting HVAC faculty in the supervision of students in the HVAC Systems Technology lab. Additional responsibilities include but are not limited to maintaining clean and safe facilities which includes organizing materials/supplies.

**INSTITUTION:** Wayne Community College is a member of the North Carolina Community College system. Located in Goldsboro, the college serves Wayne and adjoining counties. Wayne Community College is an affirmative action/equal opportunity employer. A Tobacco Free Campus as of August 1, 2009.

### **APPLICATIONS:**

Submit an original Wayne Community College employment application and all support materials, including copies of transcripts of all post-secondary studies to **Human Resources, Wayne Community College, and P. O. Box 8002, Goldsboro, NC 27533-8002**. Applications may be downloaded from our website at [www.waynecc.edu](http://www.waynecc.edu). Applications will be screened and the most qualified applicants interviewed. All applicants will be notified when the position selection has been made.