



VACANCY NOTICE

ISSUE DATE: _____

CLOSING DATE: _____

COLLEGE: Kingsborough Community College

POSITION: Adjunct Lecturer in the Department of Business [_____ position(s)]

QUALIFICATIONS: A baccalaureate or graduate degree (master's degree preferred) in related area. A minimum of three years of teaching experience is required.

DUTIES: To teach a 3 credit, 3- hour college level course to junior and/or senior students at this high school **BA 60: Introduction to Computer Concepts.**

DESCRIPTION: Lab-oriented course introduces microcomputer hardware and software, emphasizing the "Big Four" business applications: word processing, electronic spreadsheets, database management, and presentation graphics. Conceptual and operational skills necessary to successfully compete in the modern technological business environment. This class is in addition to the teacher's regular Department of Education day and is tentatively scheduled to meet on (days) _____ from (start time) _____ to (end time) _____.

SALARY: Rank and Salary commensurate with qualifications and experience. Starting hourly rate **\$91.67.**

Effective Date: _____

Applications are available in room: _____

From: _____

AN EQUAL OPPORTUNITY/AFFIRMITIVE ACTION/AMERICAN DISABILITY ACT EMPLOYER

[Affiliated High Schools](#)