

FORT SCOTT COMMUNITY COLLEGE
Position Description TR10

JOB TITLE: FSCC CDL Trainer/Examiner/Mechanic

DIVISION/DEPARTMENT: Transportation

RESPONSIBLE TO: Associate Dean of CTE and Workforce Development

MONTHS PER YEAR: 12 HOURS PER WEEK: Exempt UPDATE: 05-25

CREDENTIALS:

- Bachelor's Degree preferred but not required
- Experience in over the road trucking preferred
- Ability to communicate both verbally and in writing
- CDL Class A license required
- Background in Automotive Technology
- Adherence to Federal and State Policy to maintain integrity of the CDL Program

JOB PURPOSE:

The primary role for this position is in-class and Behind-the-Wheel training for Commercial Driver's License (CDL) candidates and administration of CDL exams in accordance with the Kansas Department of Revenue and Federal Motor Carrier Safety Administration (FMCSA) policy.

SUPERVISORY RESPONSIBILITIES:

None

DUTIES AND RESPONSIBILITIES:

1. Provide training for students in the FSCC CDL Program
2. Conduct face-to-face theory training in both Entry Level Driver Training (ELDT) and Behind the Wheel ELDT to include both Basic Skills Course Training and On the Road Training
3. Conduct CDL Examinations per State and Federal policy if applicable
4. Basic maintenance of FSCC CDL related equipment (tractor/trailers)
5. Facilitate relationship building with service providers and transportation companies to assist with job placement.
6. Coordinate automation capabilities with Fort Scott
7. Other duties as assigned

Salary Range is \$40,000 - \$48,000/Annually, based on experience and credentials.

All job descriptions are subject to revision based on changing needs of the college.