



1600 S 25<sup>th</sup> E  
Idaho Falls, ID  
(208) 524-3000

WEBSITE:  
<http://www.cei.edu/hr>

EMAIL:[hr@cei.edu](mailto:hr@cei.edu)

# REXBURG BASIC SKILLS/GED INSTRUCTOR - PM CLASS

Non-Exempt Classification

**College of Eastern Idaho**

**Open for Recruitment:** Open until filled. Interested candidates are encouraged to apply *as soon as possible*.

**Salary Range:** \$19.75 hourly / Part-Time with no Benefits

**Instruction Begins:** January 15, 2019

**Hours:** Tuesdays/Thursdays 6:00 pm to 9:00 pm

**Location(s):** Rexburg

---

## GENERAL STATEMENT OF FUNCTION:

Teach basic skills in math, language arts, science, and social studies to College and Career Readiness students in preparation for the GED or college entrance.

## PREFERRED MINIMUM QUALIFICATIONS:

- BA/BS degree, formal classroom teaching experience
- Formal classroom teaching experience

## ADDITIONAL MINIMUM QUALIFICATIONS:

- Prior experience in math instruction, prior experience with Adult Basic Education programs

## HOW TO APPLY:

Electronically submit a completed application packet (**in .pdf or Word format**) to [hr@cei.edu](mailto:hr@cei.edu). The application packet must include the following:

1. CEI Application (located at <http://www.cei.edu/falcons/resources/hr/cei-employment-application-10-2017.pdf>)
2. Cover Letter
3. Résumé or VITA
4. Unofficial Transcripts
5. Three Professional References with direct contact information

**Incomplete packets will not be accepted. Official transcripts required upon hire.** For additional questions contact: Human Resources at (208) 535-5495 or by email at [hr@cei.edu](mailto:hr@cei.edu) AA/EOE/ADA

Hiring is done without regard to race, color, religion, national origin, sex, age or disability. In addition, preference may be given to veterans who qualify under state and federal laws and regulations. If you need special accommodations to satisfy testing requirements, please contact the Division of Human Resources.