

Position	Part-time GED Examiner
Job Summary	Under the supervision of the Chief GED Examiner, the part-time GED Examiner will be responsible for administration of GED tests and shall comply with all jurisdictional policies and procedures to ensure the management of a high quality testing program.
Qualifications	<ol style="list-style-type: none"> 1. Bachelor's degree from a nationally accredited college or university required. 2. Experience in teaching, training, counseling, or testing required. 3. Ability to exercise discretion and judgment in handling confidential material required. 4. Must be able to work day and evening hours at WPCC, Western Youth Institute, and Foothills Correctional Institute. 5. Valid NC Driver's License required.
Salary	Commensurate with experience and credentials.
Applications Must Be Received By	Applications will be reviewed as received.
Application Procedure	<p>Go to website, print off WPCC Employment Application, http://www.wpcc.edu/human_res/emp_app.pdf or call and request a WPCC application be mailed. Submit the following to Human Resources Assistant at WPCC:</p> <ul style="list-style-type: none"> • Application • Resume • Copies of undergraduate and graduate transcripts (unofficial copies will suffice; if hired, official copies will be required). • Three (3) <u>current</u> letters of recommendation submitted to WPCC on your behalf.
Proposed Employment Date	
Mailing Address	Western Piedmont Community College 1001 Burkemont Ave Morganton NC 28655