



411 Central Avenue Salinas, CA 93901  
• PH 831-755-6706 FAX 831-755-6937  
• [work@hartnell.edu](mailto:work@hartnell.edu)

**HARTNELL**  
C O L L E G E

### **COMPUTER INFORMATION SYSTEMS INSTRUCTOR (PART-TIME, ADJUNCT)**

Hartnell College is currently recruiting for a part-time instructor to teach the following class for the Spring 2012 semester beginning January 23, 2012:

#### **CSS 43—COMPUTER SYSTEMS & INFORMATION LITERACY. M/W/F 12:00pm-2:00pm**

This course gives an overview of the computer information systems, languages, computer applications and the role of computers in the evolution of an information-based society. Topics include computer terminology, application programs, email, networks, word processing, spreadsheets, presentation software, the internet, using and evaluating information from electronic sources and conducting library research online.

The department is also seeking to build a pool of instructors for future part-time assignments.

#### **MINIMUM QUALIFICATIONS:**

- Bachelor's degree **AND** two years of Computer Information Systems experience (computer network installation, microcomputer technology, computer applications) **OR**
- Associates degree **AND** six years of Computer Information Systems experience (computer network installation, microcomputer technology, computer applications) **OR**
- The equivalent. Applicants applying under the "equivalent" provision must attach an equivalency determination form and supporting documentation.

#### **APPLICATION PROCEDURE:**

Applicants must submit a completed Adjunct Faculty application, current resume, and copies of transcripts. District applications for Adjunct faculty can be accessed at [www.hartnell.edu/hr](http://www.hartnell.edu/hr) or by calling the HR Department at (831)755-6706. Please mail, fax or email the completed application materials to the above address.

**APPLICATION CLOSING DATE:** Open Until Filled