

General Qualification Requirements

Experience and Training: Bachelor's degree in Business related field, experience and articulate knowledge in principles of Business Finance and spreadsheet applications.

Education: Bachelor's degree

Knowledge, Skills, and Abilities: Strong oral and written communication skills. Ability to demonstrate these skills.

Preferred Qualifications: Displayed competence in Learning Management Systems (LMS). Canvas, Blackboard and/or D2L

Minimum Educational Qualifications: Bachelor's degree

Salary or Salary Range: This is a part time position. This position does not receive any benefits. Position is available for Fall 2026 classes. Applications will be accepted until the position is filled.

This is a security-sensitive position and is subject to a criminal history record. Criminal history records will be used only for the purpose of evaluating applicants for employment in security-sensitive positions. (Texas Government Code 411.094 & Texas Education Code 51.215)