

Galway and Roscommon Education and Training Board:
Instructor – Cleanroom and Manufacturing Operations
(<https://www.activelink.ie/node/111202>)



Job Title: Instructor – Cleanroom and Manufacturing Operations

Capacity: Temporary, Two Year Contract

Reporting To: Adult Education Officer (Enterprise Engagement, Communications and Strategy/FET Director)

Section: FET HQ Mervue, Galway City

Function of Job:

To deliver professional training in cleanroom and manufacturing operations, in accordance with the relevant syllabus.

Duties/Responsibilities:

- Delivery of high-quality training solutions to GRET B enterprise partners in all aspects of manufacturing operations and cleanroom operations;
- Keep up to date with latest manufacturing techniques in theory and practice;
- Develop new programmes, together with support staff as a response to local industry;
- Prepare lesson plans, course notes, presentational material, and handouts as appropriate;
- Schedule, conduct, correct and mark assessment/tests in accordance with the relevant assessment programmes and carry out associated administrative tasks;
- Supervise participants in respect of their timekeeping, attendance, behaviour, and general application of the participants to the course;
- Prepare and issue progress reports to the employer in respect of each participant;
- Ensure that equipment and machines are maintained in accordance with the manufacturers recommended maintenance schedule;
- Raise requests for the purchase and supply of course material and non-capital tools and equipment;
- Undertake such other duties, including other instructing requests as may be assigned from time to time.

This list is not an exhaustive list and you may be required to take on other task and duties for the proper and effective performance of your role.

Essential Requirements

The following are essential requirements for appointment to the post:

- A qualification at Level 7 or higher in manufacturing, process, industrial engineering or equivalent;
- Technical training to a standard that will allow the candidate to be competent in teaching theoretical and practical aspects of cleanroom or manufacturing operations;
- 5 years manufacturing experience, must include cleanroom experience;
- Knowledge of current Health and Safety legislation within the industry;
- Excellent knowledge of latest manufacturing techniques;
- Have sufficient confidence in his/her ability to transfer the skills of the occupation as specified in the relevant curriculum/programme specification;

- Experienced in work related administrative skills (e.g., estimating, ordering materials, quality systems);
- Excellent oral and written communication skills;
- Excellent ICT and administration skills;
- Willingness to work flexible hours outside of normal office hours;
- Full clean driving licence and access to a car.

The following would be advantageous, but not essential:

- A qualification at Level 9 on the National Framework of Qualifications in a related engineering discipline or educational field;
- Experience in programme development;

Competencies

All applicants will be assessed across the following areas:

- **Specialist Knowledge, Expertise and Self Development**
- **Teaching/Instructing/Training Ability**
- **Specify capacity to contribute to the overall needs of the Further Education and Training Services**
- **Management and Delivery of Results**
- **Professional Development**

Conditions of Service

Term of Appointment:

Temporary Post: This post is a whole-time, pensionable and temporary, 2 year contract.

A panel may be formed from which future relevant vacancies may be filled. Any such panel formed shall be six months in duration.

Remuneration:

€46,067 - €72,686 (including two long service increments).

Salary is not subject to negotiation.

Hours of Work:

A 35 hour week is in operation. Hours may be adjusted from time to time under relevant Public Sector Agreements.

Annual Leave:

The Annual Leave entitlement for this post is 25 days per annum.

Application Process/Apply for the position:

All particulars of post and online application process can be found on the GRET B website:

<https://gretbcareers.thehirelab.com/LiveJobs/JobApply/6109> (<https://gretbcareers.thehirelab.com/LiveJobs/JobApply/6109>).

Contact details : All job queries can be submitted to recruitment@gretb.ie (<mailto:recruitment@gretb.ie>).

Latest date for receipt of applications is 12 noon, Friday, 11th October 2024.

Region

Galway City

Date Entered/Updated

27th Sep, 2024

Expiry Date

11th Oct, 2024

Source URL: <https://www.activelink.ie/vacancies/education-training/111202-galway-and-roscommon-education-and-training-board-instructor-cleanroom-and-manufacturing-operations>