

Job Title: Industrial / Manufacturing Engineering Adjunct Faculty

Location: San Diego, CA, US

Organization Name: University of San Diego - Engineering

Position Start Date: 28Jan2012



Job Requirements:

- 1) Bachelors Degree in Industrial Engineering, Mechanical Engineering, Materials Engineering, or related technical discipline.
and
- 2) Masters Degree in Industrial Engineering, Mechanical Engineering, Materials Engineering, or related discipline. A Masters Degree in Business Administration will be considered if applicant has technical background with sufficient experience.

Brief Description

The Adjunct instructor's main responsibility is to instruct students and evaluate their progress (in lecture and/or lab, if appropriate) and to facilitate students in attaining their educational goals. For specific course information, see attached syllabus.

Detailed Description

Deliver Instruction

- Conduct assigned classes and/or labs
- Prepare and deliver lessons
- Prepare and grade quizzes, exams and homework
- Prepare and instruct labs, if appropriate
- Follow and enforce departmentally-approved lab safety procedures and handle hazardous waste in a manner required by the department, if appropriate

Evaluate Student Progress

- Keep accurate records of student performance
- Provide students with timely feedback

Provide Student Assistance

- Be available to meet with students when requested
- Refer students to student support services
- Accommodate special-needs students

Preferred Skills:

- Operation of NC/CNC machines, hand tools to fabricate devices for instructional and research use.
- CAD/CAM software.
- OSHA practices as applied to a laboratory environment that included cutting machines and commensurate hazardous materials.
- Basic power tools (e.g. band saw, drill press, grinder, etc.) and hand tools
- Metrology including calipers and gauges
- **Software:** Surfcam and Microsoft Office