



Full Time Assessment Specialist

Thaddeus Stevens College of Technology is seeking an Assessment Specialist for the Office of Assessment and Accountability. This full-time (37.5 hours/week) position reports directly to the Director of Assessment and Accountability and will support the Director in the design, development, and management of a comprehensive integrated assessment system as it relates to the goals and mission of Thaddeus Stevens College of Technology.

Applicant should possess, at a minimum, a Bachelor's Degree and four years of professional experience in education or related field. Additionally, the applicant should possess command of Microsoft Office Suite (i.e. Word, Excel, and PowerPoint); strong organizational skills; effective oral and written communication; ability to analyze and interpret data as well as present assessment findings to others in visual analytic formats; as well as the ability to work collaboratively with administrators, faculty, and staff.

Send a cover letter and résumé to Sue Emswiler, Human Resources Specialist, Thaddeus Stevens College of Technology, 750 East King Street, Lancaster, PA 17602-3198. Applicants without all submission requirements **will not be considered**. Applications must be received **by August 19, 2018**.

Thaddeus Stevens College of Technology is an affirmative Action and Equal Employment Opportunity Employer.