

## Instructor

### School of Business

**POST:** July 13, 2018**CLOSE:** July 20, 2018**POSTING NUMBER:** fe-badm-inst-2018-1959

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#### EMPLOYMENT DETAILS

**Position Type**

Non-Regular

**Workload Amount**

2-3 sections

**Appointment Date**

September 1, 2018 – August 31, 2019

**Salary**

Faculty Scale

**Location**

North Vancouver Campus

**External Applications**This position is open to any qualified candidate

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#### CLASSIFICATION DESCRIPTION

**Nature & Scope of Work**

To teach a variety of courses in Business Computing Basics including Information Systems, MS Office Suite 2016 and Business Computing Basics/Technology

Class Schedule: Monday 11:30-1:00

Thursday: 8:30-10:00

Tuesday/Thursday 2:30-4:00

**Qualifications & Experience****Required:**

- Master's Degree in Business Administration or related field
- 5 years post-secondary teaching experience
- Minimum 5 years professional work experience in related field

**Preferred:**

- Ph.D preferred

**Capilano University School of Business**

- **VISION:** To be Canada's most student-focused cross-disciplinary business school that provides innovative and relevant practice-based programs.
- **MISSION:** We inspire and empower future industry ready professionals committed to engaging in business and community.

**HOW TO APPLY**

Interested applicants should submit their cover letter, resume and proof of education quoting the posting number to the Dean of Business at Capilano University by **4:00 PM** on the closing date. Applicants, please submit your cover letter, resume and proof of education documents in pdf or .doc format **only** if submitting via e-mail.

**E-mail:** [busposting@capilanou.ca](mailto:busposting@capilanou.ca)

**Mailing Address:** Dean, Faculty of Business and Professional Studies  
Capilano University  
2055 Purcell Way,  
North Vancouver, BC  
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*We thank all applicants for their interest; however, **only** those selected for an interview will be contacted.*