The Corporation for Ohio Appalachian Development (COAD) has the following full-time Athens position available:

TRAINING SPECIALIST

COAD offers a generous benefits package, 12 paid holidays, Wellness program, paid sick time & a retirement program.
No evening, no weekends, and will not be on-call.

DUTIES/RESPONSIBILITIES: The Training Specialist is responsible for ensuring a quality training experience for all of COAD's customers. This individual is part of a team that provides high-quality energy conservation classroom instruction.

QUALIFICATIONS:

- **2 Years of hands-on experience** working with **Construction, HVAC, Weatherization, or Building Diagnostics** in residential structures.
- Experience with **power tools**.
- Able to present to a small classroom of adult learners and work 1-on-1 with individual student.
- Communicate with people on all socio-economic levels.
- Possess a valid Ohio driver license, dependable transportation, and vehicle liability insurance. Must be insurable through COAD's insurance policy.
- Ability to lift 60lbs 40 inches above the floor.
- Good reading skills required; good technical writing skills preferred.

EDUCATION:
High School Diploma is required. Advanced training or some college is preferred.

COMPUTER SKILLS:
To perform this job successfully, Microsoft Office experience and PowerPoint familiarity are a plus.

(1) **Resume**, (2) **cover letter** and (3) **three references** must be received via email or postal mail to be considered.
Posting will remain open until successfully filled.

COAD
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COAD is a non-profit, Equal Opportunity Employer/Provider of Services