



**Position Announcement  
CDL Third Party Examiner  
(Part-Time)**

The Tennessee College of Applied Technology Newbern is accepting applications for a part-time, CDL Third Party Examiner. This examiner will administer a pre-trip skills test, basic controls test, and CDL road skills test for individuals wishing to obtain a commercial driver's license (CDL).

**Minimum Qualifications:**

- Minimum of three years current truck driving experience, High School Diploma or equivalent required
- Must possess a current Class A CDL with good driving record
- Mandatory D.O.T. physical and drug testing guidelines apply
- Must have good communication and organizational skills
- Must provide certification of Truck Driver training
- Must have ability to interact with adult students
- Must show evidence of good character, mature attitude, and stable personality
- Must possess computer skills
- Must have ability to complete reports/paperwork and meet deadlines

**General Duties:**

- Manage Third Party Testing
- Ensure compliance with Federal and State CDL statutes
- Development and implementation of tracking systems for testing
- Maintain appropriate records and submit timely reports.
- Oversee and assist with managing preventative maintenance for truck fleet
- Develop and maintain a strong advisory committee.
- Other duties include professional development, student recruiting, job placement, and functioning as a liaison between business and industry.

**Salary:** Commensurate with education and experience according to the Tennessee Board of Regents and Tennessee College of Applied Technology guidelines.

**Application Process:** Send Cover Letter, Resume, Transcript, and TCAT Newbern application (available online at [www.tcatnewbern.edu](http://www.tcatnewbern.edu)) to:

Tennessee College of Applied Technology Newbern  
Attn: Teresa Yates  
340 Washington Street  
Newbern, TN 38059  
[teresa.yates@tcatnewbern.edu](mailto:teresa.yates@tcatnewbern.edu)

EOE/AA/Title IX/Title VI/ADA Employer  
A Tennessee Board of Regents Institution