

University of New Haven  
Technical Trainer Position – Search #13-59

The Office of Information Technology, University of New Haven, seeks a Technical Trainer with software applications training experience to provide training and support and act as a resource for faculty and staff.

Duties - Under the direction of the Director of Software Applications Training, provide training on Campus Labs products and other programs and enterprise-wide software applications (e.g. Banner, Blackboard, Tegrity, Starfish, MS Office, etc.).

Must communicate effectively, verbally and in writing, and have the ability to translate technical jargon into easy-to-understand information suitable for end-user adult learning. Excellent presentation and interpersonal skills are required.

Previous experience with any or all Campus Labs products is desired. Applicants with work experience in higher education institutions and/or technical fields are encouraged to apply. Bachelor's degree required, preferably in Communications, Management, or Organizational Development. Applicants in process of earning a degree may apply.

Qualified applicants should submit a cover letter, salary requirements, resume and three professional references to:  
[HRDept@newhaven.edu](mailto:HRDept@newhaven.edu). ***You must put the search number in the subject line in order to be considered.***

Search Committee Chair  
Search #13-59  
University of New Haven  
300 Boston Post Road  
West Haven CT 06516

**University of New Haven is an Equal Opportunity/Affirmative Action  
Employer**