PLEASE POST

POSITION VACANCY - NONINSTRUCTIONAL:

SUPPORT STAFF: Part Time Clerk Aide (Nurse Office)

LOCATION: William Rall

HOURS: 3.5 hrs/day (11:30am - 03:00pm)

SALARY: $13.00/Hour

DUTIES: Under supervision of the school nurse, a nurse’s aide performs responsible work in the supervision of school children in the nurse’s office, requiring the exercise of good judgment and the ability to get along well with children. Work requires the employee to be able to handle students in a courteous, but firm manner. The nurse’s aide will also assist the school nurse with contacting student parents, organizing nurse office records, and other administrative tasks assigned by the school nurse. Applicants must have ability to understand and carry out oral and written instructions, ability to learn assigned tasks and to adhere to departmental routines.

APPLICATION: Letter of interest must be submitted by March 5, 2020 to:

NONINSTRUCTIONAL PERSONNEL OFFICE, RM.203
Margaret A. McKenna Administration Bldg
350 Daniel St. Lindenhurst, NY 11757 or
Email: employment@lufsd.org

Please note: Submitting a letter of interest does not guarantee an interview.