



RAMAH NAVAJO SCHOOL BOARD, INC. NAVAJO PREFERENCE EMPLOYER

JOB VACANCY

Friday, September 20, 2024

REVISE

POSITION	PROGRAM/ DEPARTMENT	CLOSING DATE
Gifted and Talented Teacher (K-12)	Education Services/Pine Hill School	Open Until Filled
Agriculture Vocational Teacher	Education Services/Pine Hill School	Open Until Filled
Bus Driver (Temporary)	Education Services/Transportation	Closing Date: 10/10/24
Lead Custodian	Education Services/Facilities Mgmt.	Open Until Filled
Home Living Assistant (Female) (Temporary)	Education Services/Dormitory	Closing Date: 10/10/24
Human Resource Director (IN HOUSE)	Executive Office/Human Resources	Closing Date: 9/25/24
Desktop Support Technician (Temporary)	Executive Office/IT Dept.	Closing Date: 9/25/24
Grant Writer/Development Officer	Executive Office/Executive	Closing Date: 10/10/24
Clinic Administrator	Administrative Services/PHHC	Open Until Filled
Community Health Nurse Supervisor	Health & Human Services/PHHC	Closing Date: 10/10/24
Medical Laboratory Technician Consultant (Temporary)	Health & Human Services/PHHC	Closing Date: 9/27/24
Medical Assistant	Health & Human Services/PHHC	Closing Date: 9/27/24
Patient Registration Technician	Health & Human Services/PHHC	Closing Date: 9/27/24
Emergency Medical Technician – Intermediate	Health & Human Services/PHHC	Open Until Filled
Emergency Medical Technician – Basic	Health & Human Services/PHHC	Open Until Filled
Administrative Assistant	Community Services/SETS	Closing Date: 9/27/24
Board Operator (Temporary)	Community Programs/Community Services	Open Until Filled

Applicants must successfully complete & pass a pre-employment criminal background check, character investigation, & drug screening

Applicants are **REQUIRED** to file an application for **EACH** advertised position.

HOW TO APPLY: Submit the following required documents to: Ramah Navajo School Board, Inc. (RNSB, Inc), Human Resource Dept., PO Box 10, Pine Hill, New Mexico 87357

Website: <https://www.rnsb.k12.nm.us/humanresources>

- 1.) RNSB, Inc. Employment Application (Employment Application **MUST** be filled out **COMPLETELY**)
- 2.) Required documents: Official Transcripts, Copies of High School Diploma/GED or College Diploma, Certificates, License, etc.
 - a. Resume's are optional which **SHALL NOT** be accepted in lieu of an RNSB, Inc. Employment Application.
 - b. Credits for education **SHALL NOT** be granted **WITHOUT** verification.
- 3.) Application and all accompanying documents **MUST** be received by the closing date of the job vacancy announcement. Application submitted **AFTER** the closing date **SHALL NOT** be considered. Application **SHALL NOT** be duplicated or returned. Incomplete application **SHALL NOT** be considered.