



## **JOB VACANCY ANNOUNCEMENT FOR SCHOOL YEAR 2024-2025**



### **CERTIFIED (10-MONTH)**

SPED Teacher/ Coordinator (K-8)\*  
Academic/Residential Counselor \*

Elementary Teachers (K-8)\*  
ELL Teacher (K-8)\*

- **Sign-On Bonus Available**

### **CLASSIFIED (12-MONTH)**

Business Manager (Bachelor's Degree Minimum, Master's Degree Preferred)  
Facility Manager (Bachelor's Degree Minimum, Master's Degree Preferred)

### **CLASSIFIED (10-MONTH)**

Residential Advisor(s) – 1 Male / 2 Female (32 College Credit Hours minimum, Associates Degree Preferred)  
Paraprofessional(s) (Grades K-8)(2 Positions)(AA Degree Minimum)(Regular Education & Special Education)  
Food Service Supervisor (Minimum 32 College Credit Hours in Culinary Arts, Culinary Arts Degree Preferred)  
IT Technician  
Bus Driver(s)

### **SUBSTITUTE POSITIONS (ON-CALL/AS NEEDED)**

Teacher  
Residential Advisor  
Food Service

**Closing Date: Open Until Filled**

*In accordance with P.L. 101-630, P.L. 101-647 & 25 CFR 63, Applicants must successfully complete and pass a criminal background check and character investigation at their own expense prior to hire. All positions require a valid driver's license. Naatsis'Aan Community School is a Navajo Preference Employer. For more information, contact Human Resource at 928-672-2335 or email [hr@ncswarriors.org](mailto:hr@ncswarriors.org).*

NOTE: ALL applicants **MUST** submit all items below to be considered for the desired job positions.

1. Complete Employment Application
2. Current Resume
3. Letter of Interest
4. Three (3) Current Letters of Recommendation, Less than One (1) Year Old
5. Personnel Security Consultants, Inc. for Federal FBI Background Check (performed by school upon job offer)
6. Current Navajo Nation Background Check (10 Years) – current background check within three (3) months.  
Contact Navajo Nation Information Management Section, 928-871-7621 or visit the website at [www.ims.navajo-nsn.gov](http://www.ims.navajo-nsn.gov).
7. AZ DPS Fingerprint Clearance Card – visit [www.azdps.gov/psp](http://www.azdps.gov/psp)
8. Motor Vehicle Report (5 Years)
9. Certificate of Indian Blood or Form 4432 (if applicable)
10. Copy of University/College Degree, High School Diploma or GED Certificate
11. Official College and/or University Transcripts
12. First Aid and CPR Certification
13. Food Handler Certificate

**Contact: Naatsis'Aan Community School, Inc. P. O. Box 10010; Tonalea, Arizona 86044**

**Phone: 928-672-2335**

**Fax: 928-672-2609**