



RAMAH NAVAJO SCHOOL BOARD, INC.
NAVAJO PREFERENCE EMPLOYER

JOB VACANCY

Thursday, March 9, 2023

POSITION	PROGRAM/ DEPARTMENT	CLOSING DATE
High School Gifted & Talented Teacher	Education Teacher/Pine Hill School	Open Until Filled
Elementary Gifted & Talented Teacher	Education Services/Pine Hill School	Open Until Filled
K-12 Parent Involvement Coordinator	Education Services/Pine Hill School	Open Until Filled
Special Education Teacher	Education Services/Pine Hill School	Open Until Filled
Special Education Educational Assistant	Education Services/Pine Hill School	Open Until Filled
Substitute Teacher(s)	Education Services/Pine Hill School	Open Until Filled
Administrative Assistant (Administrative Secretary)	Education Services/Pine Hill School	Closing Date: 3/21/23
Custodian (2 Temporary)	Education Services/Facilities Management	Open Until Filled
Bus Driver (2)	Education Services/Transportation	Open Until Filled
Health/Nutrition Coordinator	Education Services/Head Start	Open Until Filled
Patient Registration Technician	Health & Human Services/PHHC	Closing Date: 3/20/23
Accounts Receivable Technician	Health & Human Services/PHHC	Closing Date: 3/20/23
Dental Director (Chief Dentist)	Health & Human Services/PHHC	Open Until Filled
Medical laboratory Technologist Supervisor	Health & Human Services/PHHC	Open Until Filled
Clinic Nurse (Part-Time)	Health & Human Services/PHHC	Open Until Filled
Emergency Medical Technician – Intermediate (2 Positions)	Health & Human Services/PHHC	Open Until Filled
Ambulance Drivers (5 positions) (Temporary)	Health & Human Services/PHHC	Open Until Filled
Substance Abuse Counselor II	Health & Human Services/Behavioral Health	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.