

LAGUNA DEPARTMENT OF EDUCATION

INTERNAL/EXTERNAL NOTICE

POSITION: **DIVISION OF EARLY CHILDHOOD -
MULTIFUNCTION EDUCATIONAL
ASSISTANT (2 FULL-TIME POSITIONS)**

POSTED: **4/13/2022**

LAST DATE TO APPLY: **5/27/2022 OR UNTIL FILLED**

LOCATION: **Laguna Division of Early Childhood**

WHO TO CONTACT: **Ms. Ruth Hidalgo, Interim Director
505-552-6544
Email: r.hidalgo@lagunaed.net**

QUALIFICATIONS: **Able to assist with general responsibilities related to need for safety and precautions due to COVID-19. Bus monitor, assistance in common areas to maintain social distancing, help sanitize, etc. Valid NM Driver's License. HS Diploma or equivalent. Job description available upon request.**

SALARY: **\$13.71/hr. up to \$17.94/hr.**

Applicants are encouraged to submit a letter of interest, a current resume, and an up-to-date application.



For information on applying for any position contact:

**Human Resources
(505) 552-6008 ext. 1002
Fax (505) 552-6398
Email: humanresources@lagunaed.net
Website: www.lagunaed.net**

Conditions of Employment: Able to comply with the immigration Reform and Control Act of 1986; obtain a successful Criminal History Background Check. Laguna-Native American Preference.

The Laguna Department of Education is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, religion, age, marital status, disability, handicap, or military status in compliance with federal and state laws.