

LAGUNA DEPARTMENT OF EDUCATION

POSITION OPENING INTERNAL/EXTERNAL NOTICE

POSITION: **EXECUTIVE FINANCE DIRECTOR
(FULL TIME)**

POSTED: **11/22/2021**

LAST DATE TO APPLY: **12/10/2021 OR UNTIL FILLED**

LOCATION: **LDoE ADMINISTRATION OFFICE**

WHO TO CONTACT: **Superintendent Patricia Sandoval
505-552-6008 ext. 1010
Email: p.sandoval@lagunaed.net**

QUALIFICATIONS: **Oversees all operations in relation with accounting matters, including accounts receivable, payable, payroll and auditing. Ensure accounting system is accurate and in accordance with professional accounting practices and governmental regulations. Grants accounting experience preferred. NM School Business Official License preferred. Job description available upon request, contact HR Office.**

SALARY: **\$103,562 - \$109,464, BASED ON
EXPERIENCE & TRAINING.**

Please submit a letter of interest, a current resume, and an up-to-date application to HR Department.



For information on applying for any position contact:

Human Resources
(505) 552-6008
Fax (505) 552-6008
Email: r.chino@lagunaed.net

Conditions of Employment: Able to comply with the immigration Reform and Control Act of 1986; obtain a successful Criminal History Background Check as per PL 101-647 and 45 CFR 1301; must provide official transcripts; and LDOE Superintendent approval.

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. Laguna Native American Preference.