



**RAMAH NAVAJO SCHOOL BOARD, INC.
NAVAJO PREFERENCE EMPLOYER**

JOB VACANCY

Wednesday – September 15, 2021 – REVISED (9/16/21)

POSITION	PROGRAM/ DEPARTMENT	CLOSING DATE
Middle School Teacher	Education Services/ Pine Hill School	Open Until Filled
Elementary Teacher(s) K-5	Education Services/ Pine Hill School	Open Until Filled
Gifted & Talented Teacher K-12	Education Teacher/ Pine Hill School	Open Until Filled
Counselor K-6	Education Services/ Pine Hill School	Open Until Filled
Substitute Teacher(s)	Education Services/ Pine Hill School	Open Until Filled
Librarian	Education Services/ Pine Hill School	Open Until Filled
Dean of Students	Education Services/ Pine Hill School	Open Until Filled
Custodian Substitute (School)	Education Services/ Support Services	Open Until Filled
Bus Driver	Education Services/ Transportation	Open Until Filled
Bus Driver (Temporary)	Education Services/ Transportation	Open Until Filled
Administrative Assistant	Community Services/ Residential Housing	Open Until Filled
Housekeeper (Temporary)	Community Services/ Residential Housing	Open Until Filled
Clinic Nurse (Part-Time)	Health & Human Services/ PHHC	Open Until Filled
Nurse Practitioner	Health & Human Services/ PHHC	Open Until Filled
Maintenance Worker	Health & Human Services/ PHHC	Open Until Filled
Fitness Aide(s) Substitute	Health & Human Services/ Wellness Center	Open Until Filled
Controller	Administrative Services/ Finance Office	Open Until Filled
Accounts Payable Technician	Administration Services/ Finance Office	Open Until Filled
Junior High Volleyball Coach	Education Services/ Athletic	Open Until Filled
Assistant Cross Country Coach	Education Services/ Athletic	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.