

RAMAH NAVAJO SCHOOL BOARD, INC.
NAVAJO PREFERENCE EMPLOYER

JOB VACANCY

Tuesday, February 13, 2018



POSITION	PROGRAM/ DEPARTMENT	CLOSING DATE
Executive Director	Executive/ Executive Office	OPEN UNTIL FILLED
Administrative Service Director	Executive/ Administrative Services	OPEN UNTIL FILLED
Human Resource Director	Executive/ Human Resource	OPEN UNTIL FILLED
General Ledger Accountant (Temporary)	Administrative Services/ Finance	OPEN UNTIL FILLED
Accountant Receivable (Temporary)	Administrative Services/ Finance	OPEN UNTIL FILLED
Pharmacist	Health & Human Services/ Pine Hill Health Center	OPEN UNTIL FILLED
Child & Adolescent Therapist II	Health & Human Services/ Behavioral Health	OPEN UNTIL FILLED
Food Service Worker (IN HOUSE) (Temporary)	Education Services/ Food Service	Closing Date: 2/27/18

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: <http://rnsb.k12.nm.us/employment>

- 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.