CITY OF MANCHESTER
HUMAN RESOURCES DEPARTMENT
ONE CITY HALL PLAZA
MANCHESTER, NH 03101
TEL: 603-624-6543 (VOICE/TTY)
FAX: 603-628-6065
WEB SITE: www.manchesternh.gov

SCHOOL NURSE I

(Announcement Number R-68-15)
Grade 17
Starting Salary: $31,697.67 – plus benefits package
School Calendar Schedule – 43 weeks

THE JOB: Provides school health services and health promotion in elementary, middle or high schools in Manchester. Plans, implements and evaluates school health programs; compiles, analyzes and interprets narrative, statistical and program reports and records; maintains cumulative health records on all students assigned; obtains student health histories, including immunization records; administers medication to students as prescribed; develops health portion of the Individual Education Plan; performs related duties as required.

MINIMUM QUALIFICATIONS: Graduation from an accredited nursing program with an Associate's Degree in Nursing (Bachelor's Degree preferred) and considerable experience in school or general nursing; or any equivalent combination of experience and training which provides the knowledge, skills and abilities necessary to perform the work. Candidate must possess state of NH RN License.

NOTE: Offer of hire conditional on candidate's ability to perform essential job functions, with or without accommodations, as determined by passing a medical exam, including alcohol and drug tests and a thorough background check.

APPLICATION PROCEDURES: Candidates must complete a city of Manchester Employment Application available at our website www.manchesternh.gov/jobs or in person at the HR Dept., City Hall Annex. Submission of a resume is optional.

OPENING DATE: August 18, 2015 **CLOSING DATE:** Tuesday, September 8, 2015

OFFICE HOURS: Office Hours: Monday through Friday, 8:00 AM to 5:00 PM

The City of Manchester is an Equal Employment Opportunity Employer

*****PLEASE POST*****

THIS DOCUMENT IS AVAILABLE IN ALTERNATE FORMATS UPON REQUEST