

# **CITY OF MANCHESTER**

HUMAN RESOURCES DEPARTMENT

ONE CITY HALL PLAZA

MANCHESTER, NH 03101

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WEB SITE: [www.manchesternh.gov](http://www.manchesternh.gov)



## **SCHOOL NURSE II**

(Announcement Number R-26-15)

Grade 18

Starting Salary: \$33,916.50 – 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. Candidate will oversee other Health professionals in Manchester school health programs. 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 a Bachelor's Degree in Nursing 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. Must possess State of NH RN License and provide own transportation to work site/s. Experience working with multi-cultural populations is a plus.

**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 the City of Manchester website [www.manchesternh.gov/jobs](http://www.manchesternh.gov/jobs) or in person at the HR Dept., City Hall Annex. Submission of a resume is optional.

### **OPENING DATE:**

May 5, 2015

**CLOSING DATE:** Open Until Filled

### **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*