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-025-12)
Grade 17
Starting Pay: $706.38 per week – plus benefits package
School Calendar Schedule – 44 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.

MINIMUM QUALIFICATIONS: Associate's Degree in Nursing (Bachelor's Degree preferred) plus community health and/or pediatrics related experience. Must possess State of New Hampshire 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 complete essential job functions, with or without accommodations, as determined by medical exam.

APPLICATION PROCEDURES: Although submission of a resume is optional, candidates must complete a City of Manchester Employment Application, available at City of Manchester website (Human Resources/Job Application Instructions) or in person at HR Dept. City Hall Annex.

OPENING DATE: June 22, 2012 **CLOSING DATE:** July 6, 2012

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