

West Las Vegas Schools Employment Opportunity – In-house Notice

West Las Vegas Schools is currently accepting letters of interest for the following position:

- **Nurse Assistant**

Applicants must possess or be eligible to apply for NM Pre K-12 School Health Assistant Licensure.

Duties include but are not limited to:

- Provide basic first aid
- Dispense prescription medications under supervision of school nurse
- Maintain health records/reporting systems, inclusive of daily activity logs
- Practice clinical skills and duties as specified by school nurse
- Assist with health screenings
- Maintain confidentiality
- Other duties as assigned by school nurse and/or principal

Essential Requirements include but are not limited to:

- H.S. Diploma or G.E.D.
- Valid Driver's License
- CPR and First Aid certifications
- Completion of NM Department of Health and Public Education Department training for school health assistants
- Typing and computer skills

Deadline: Tuesday, December 14, 2021

Salary: According to Instructional Assistant salary schedule, based on experience and education

Please submit the following to the district's Personnel Office (c/o Ms. Melanie Montoya; in person (505-426-2315) or electronically: melanie_montoya@wlvs.org)

1. Letter of Interest (addressed to Mr. Christopher Gutierrez, Superintendent)