



TANGIPAHOA PARISH SCHOOL SYSTEM BULLETIN

**TIMELY INFORMATION OF SPECIAL INTEREST TO
SCHOOL EMPLOYEES AND OTHERS IN THE COMMUNITY**

**JANUARY 11, 2019
NO. 1**

GAVIN VITTER, DIRECTOR OF HUMAN RESOURCES

TO: TPSS EMPLOYEES

The Tangipahoa Parish School System is now accepting applications for:

**BAND DIRECTOR
KENTWOOD HIGH MAGNET SCHOOL**

**LICENSED PRACTICAL NURSE
LOCATIONS: TBD**

**SCHOOL FOOD SERVICE PRODUCTION MANAGER
PONCHATOULA JUNIOR HIGH SATELLITE SYSTEM**

**OFFICE ASSISTANT II
CENTRAL OFFICE – HUMAN RESOURCES DEPARTMENT**

Please go to the tangischools.org website and click on Human Resources for more information.

******NOTICE******

The Tangipahoa Parish School System is now accepting applications for the position listed below:

- DEADLINE: January 23, 2019
- POSITION: BAND DIRECTOR
- SALARY: \$45,600 - \$63,857
(based on years of experience and degree)
- LOCATION: Kentwood High Magnet School
Kentwood, Louisiana
- CRITERIA: Must hold a valid Louisiana teaching certificate with certification in Instrumental Music per Louisiana Department of Education requirements.

Please address application and any other information to Gavin Vitter, Director of Human Resources, 59656 Puleston Road, Amite, Louisiana, 70422. Submit a letter stating specifically the position for which you are applying. Be sure to show your complete address and telephone number.

Applicants should indicate references, qualifications, past work experience, personal data, and include verification that they meet the established criteria stated. All credentials listed in the criteria section MUST accompany your application.

Applicants must apply before the deadline even if a previous application is on file, as previous applications will not be considered.

We are an Equal Opportunity Employer. We do not discriminate on the basis of race, religion, sex, age, national origin or disability.

MELISSA M. STILLEY
Superintendent

******NOTICE******

The Tangipahoa Parish School System is now accepting applications for the position listed below:

DEADLINE: January 18, 2019

POSITION: LICENSED PRACTICAL NURSE

SALARY: \$18,458 - \$25,644

LOCATION: To Be Determined

CRITERIA: Current Louisiana Licensed Practical Nurse License; Two (2) years of clinical experience; Current Health Care Provider certification (CPR)

Please address application and any other information to Gavin Vitter, Director of Human Resources, 59656 Puleston Road, Amite, Louisiana, 70422. Submit a letter stating specifically the position for which you are applying. Be sure to show your complete address and telephone number.

Applicants should indicate references, qualifications, past work experience, personal data, and include verification that they meet the established criteria stated. All credentials listed in the criteria section MUST accompany your application.

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MELISSA M. STILLEY
Superintendent

******NOTICE******

The Tangipahoa Parish School System is now accepting applications for the position listed below:

- DEADLINE: January 18, 2019
- POSITION: SCHOOL FOOD SERVICE PRODUCTION MANAGER
- SALARY: \$18,458 - \$25,644
- LOCATION: Ponchatoula Jr. High School Satellite System
Ponchatoula, Louisiana
- CRITERIA:
1. High School diploma or GED.
 2. Minimum of one year's experience as a permanent, full-time employee in the Child Nutrition Program
 3. Enrolled in Phase I, II and III Manager Training Program. Completion of training program preferred.

Please address application and any other information to Gavin Vitter, Director of Human Resources, 59656 Puleston Road, Amite, Louisiana, 70422. Submit a letter stating specifically the position for which you are applying. Be sure to show your complete address and telephone number.

Applicants should indicate references, qualifications, past work experience, personal data, and include verification that they meet the established criteria stated. All credentials listed in the criteria section MUST accompany your application.

Applicants must apply before the deadline even if a previous application is on file, as previous applications will not be considered.

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MELISSA M. STILLEY
Superintendent

******NOTICE******

The Tangipahoa Parish School System is now accepting applications for the position listed below:

DEADLINE: January 22, 2019

POSITION: OFFICE ASSISTANT II

SALARY: \$21,073 - \$29,453

LOCATION: Central Office for Human Resources Department
Amite, Louisiana

CRITERIA: High School Diploma or Equivalency Certificate, passed Civil Service Test for Clerk-Typist 1 **or** Coast Civil Service **or** Office Support Exam **or** successfully completed coursework leading to Associate Degree in Office Administration **or** successfully completed related coursework at State Approved Vocational School, State Approved Business School **or** J.T.P.A sponsored school. Diplomas, Certificates of Completion and/or Civil Service Test Scores must be submitted with application. Proficient in Microsoft Word applications is preferred.

Please address application and any other information to Gavin Vitter, Director of Human Resources, 59656 Puleston Road, Amite, Louisiana, 70422. Submit a letter stating specifically the position for which you are applying. Be sure to show your complete address and telephone number.

Applicants should indicate references, qualifications, past work experience, personal data, and include verification that they meet the established criteria stated. All credentials listed in the criteria section MUST accompany your application.

Applicants must apply before the deadline even if a previous application is on file, as previous applications will not be considered.

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MELISSA M. STILLEY
Superintendent