HICKSVILLE PUBLIC SCHOOLS Hicksville, New York

PERSONNEL OFFICE

May 27, 2020

POSTING

POSTING

To:

All Staff

From:

Rosemarie Coletti

Assistant Superintendent for Personnel

RE:

AVAILABLE POSITION

NON-PUBLIC TEXTBOOK COORDINATOR

(Schedule D Position)

Start Date: July 1, 2020 End Date: June 30, 2021

Qualifications: NYS Certification as a teacher

Eligibility for NYS Certification as a School Administrator & Supervisor

Membership in the Hicksville Teacher's Bargaining Unit

Position responsible for the procurement, distribution, inventory and return of textbooks for students of non-public schools.

Salary:

\$7,500 annual

Hours:

Outside Regular Work Hours

Oualified, interested candidates should forward their letter of intent to Rosemarie Coletti, Assistant Superintendent for Personnel, Administration Building, by June 5, 2020.

RC:sw

cc:

All Principals Ms. Litzman

HCT