

HICKSVILLE PUBLIC SCHOOLS
Hicksville, New York

PERSONNEL OFFICE

May 18, 2015

POSTING

POSTING

To: All Staff

From: Dr. Ronald Smith
Interim Assistant Superintendent for Personnel
RE: AVAILABLE POSITION

NON-PUBLIC TEXTBOOK COORDINATOR
(Schedule D Position)

Start Date: July 1, 2015
End Date: June 30, 2016

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: \$15,000 annual

Hours: Outside Regular Work Hours

Qualified, interested candidates should forward their letter of intent to Brian K. Heyward, Assistant Superintendent for Personnel, Administration Building, by May 29, 2015.

RS:sw

cc: All Principals
Ms. Litzman
HCT

HICKSVILLE PUBLIC SCHOOLS
Hicksville, New York

PERSONNEL OFFICE

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TO: All Staff

FROM: Dr. Ronald Smith
Interim Assistant Superintendent for Personnel
RE: AVAILABLE POSITION

DIRECTOR OF CONTINUING EDUCATION
and

DIRECTOR OF EVENING HIGH SCHOOL
(July 1, 2015-June 30, 2016)

Start Date: July 1, 2015
Qualifications: SAS or SDA Certification required
Salary: \$12,500.00 or \$6,250.00 each if shared

Interested candidates should forward their letter of intent to Brian K. Heyward, Assistant Superintendent for Personnel, Administration Building, by May 29, 2015.

RS:sw
cc: All principals
Ms. Litzman
HCT