

Wednesday, February 15, 2012



COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS
 STATE BOARD OF EDUCATION, PUBLIC SCHOOL SYSTEM, P.O. BOX 501370 CK, SAIPAN, MP 96950
HUMAN RESOURCES OFFICE
 JOB VACANCY ANNOUNCEMENT



IT IS THE POLICY OF THE BOARD OF EDUCATION, COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS, THAT THE PUBLIC SCHOOL PERSONNEL SYSTEM SHALL BE APPLIED AND ADMINISTERED ACCORDING TO THE PRINCIPLES OF EQUAL EMPLOYMENT OPPORTUNITY AS DEFINED BY THE NORTHERN MARIANAS COMMONWEALTH PUBLIC LAW 6 - 10, REGARDLESS OF AGE, RACE, SEX, RELIGION, POLITICAL AFFILIATION OR BELIEF, MARITAL STATUS, DISABILITY OR PLACE OF ORIGIN. APPLICANTS FOR THIS POSITION MUST BE A U.S. CITIZEN OR IS ELIGIBLE AND AUTHORIZED TO WORK IN THE U.S., INCLUDING THE COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS.

➔ **CONTINUOUS & UNTIL FILLED JOB VACANCY ANNOUNCEMENTS:**

Announcement #	Position/Title	Pay Level /Step	Per Annum	Minimum Requirements	Closing Date	Location
PSS-2011-114	School Principal I-III Promotional/Transfer Opportunity (PSS Employees Only)	UNGRADED	\$50,000 - \$60,000	<p>Principal I</p> <ul style="list-style-type: none"> (a) Master's degree with a major in educational administration or related field. (b) Must possess a valid administration certification; and (c) At least six (6) years of experience; three (3) years of full time appropriate teaching experience and the other three (3) years of experience must be in school administration or a related leadership management field. <ul style="list-style-type: none"> • Must take and pass PRAXIS I & the appropriate PRAXIS II exam starting July 31, 2007. <p>Principal II</p> <ul style="list-style-type: none"> (a) Master's degree with a major in educational administration or related field. (b) Must possess a valid administration certification; and (c) At least seven (7) years of service; three (3) years of full time appropriate teaching experience and the other four (4) years of experience must be in school administration or a related leadership management field. <ul style="list-style-type: none"> • Must take and pass PRAXIS I & the appropriate PRAXIS II exam starting July 31, 2007. <p>Principal III</p> <ul style="list-style-type: none"> (a) Master's degree with a major in educational administration or related field. (b) Must possess a valid administration certification; and (c) At least nine (10) years of experience; three (4) years of full time appropriate teaching experience and six (6) years of work experience in school administration or a related leadership field. <ul style="list-style-type: none"> • Must take and pass PRAXIS I & the appropriate PRAXIS II exam starting July 31, 2007. 	December 06, 2011 – March 05, 2012	PSS, Saipan & Rota Schools

PSS-2012-024	Program Site Coordinator	31/01-05	\$23,706.21 - \$28,807.51	Program Site Coordinator I – Graduation from a U.S. accredited college or university with a Bachelor’s degree in Early Childhood Education or related field, plus one (1) year work related experience.	February 06, 2012 – February 20, 2012	PSS, Head Start Program
PSS-2012-023	School Vice Principal I – II	UNGRADED	\$40,000.00 - \$50,000.00	<p>Vice Principal I</p> <p>(a) Graduation from an accredited college or university with a bachelor’s degree in education, related field or equivalent; (b) At least three (3) years appropriate teaching experience * Must take and pass PRAXIS I & the appropriate PRAXIS II exam starting July 31, 2007.</p> <p>Vice Principal II</p> <p>(a) Master’s degree in education administration or a related field; (b) At least three (3) years appropriate teaching experience; and (c) Must possess a valid administrator certification. * Must take and pass PRAXIS I & the appropriate PRAXIS II exam starting July 31, 2007.</p>	February 06, 2012 – February 20, 2012	Dr. Rita Hocog Inos Jr. Sr. High School
PSS-2012-021	Assessment Intern (5 Positions)	UNGRADED	\$9.16 per hour	Graduation from high school and must show proof of current enrollment in a U.S. accredited college or university.	February 10, 2012 – February 24, 2012	PSS, Office of the Associate Commissioner for Curriculum & Instructional Services

PSS-2011-113	Substitute Teacher (Re-Announcement)	UNGRADED	\$60 - \$100 per day on an On-Call Basis	Graduation from a U.S. accredited college or university with an Associate's Degree or a Bachelor's degree, preferably in Education.	February 14, 2012 – March 14, 2012	Saipan/Rota/Tinian Schools
PSS-2012-028	Classroom Teacher (Highly Qualified) Content Area: 1 Fifth Grade	VI-VIII/03-12	\$30,976.96 - \$47,001.36	Graduation from U.S. accredited college or university with a Bachelor's Degree or Higher Degree. Pass PRAXIS I (PPST-Pre-Professional Skills Tests) & Pass appropriate PRAXIS II Content Knowledge Test.	February 13, 2012 – February 27, 2012	Tinian Elementary School

➔ ****1 OF 2 PAGES, FLIP PAGE FOR JOB VACANCY ANNOUNCEMENTS.**

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➔ **PROMOTIONAL & OPEN COMPETITIVE JOB VACANCY ANNOUNCEMENTS.**

Announcement #	Position/Title	Pay Level /Step	Per Annum	Minimum Requirements	Open / Closing Date	Location
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INTERESTED APPLICANTS MAY OBTAIN A DETAILED JOB DESCRIPTION WITH QUALIFICATION REQUIREMENTS AND APPLICATION FORMS AT THE PSS HUMAN RESOURCES OFFICE AT THE 3rd RETIREMENT BUILDING, CAPITOL HILL. REQUIRED DOCUMENTS MUST BE ATTACHED TO COMPLETE APPLICATION FORMS: (1) COPY OF DIPLOMA/DEGREE; (2) TRANSCRIPTS; (3) POLICE CLEARANCE (FROM PLACE OF RESIDENCE FOR PAST SIX MONTHS); (4) VERIFICATION OF EMPLOYMENT LETTER; (5) RESUME; AND (6) TEACHING CERTIFICATE (IF APPLICABLE). COMPLETED APPLICATIONS AND REQUIRED DOCUMENTS MAY BE SUBMITTED TO THE HUMAN RESOURCES OFFICE OR MAILED TO: CNMI PUBLIC SCHOOL SYSTEM, ATTN: HUMAN RESOURCES OFFICE, RETIREMENT BUILDING; THIRD FLOOR, P.O. BOX 501370 CK, SAIPAN, MP 96950, and TEL. #. (670) 237-3051 / FAX # (670) 664-3707.

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