

# **PERSONNEL BULLETIN**

**PATCHOGUE-MEDFORD SCHOOL DISTRICT  
241 SOUTH OCEAN AVENUE  
PATCHOGUE, NY 11772  
(631) 687-6340**

**TO APPLY PLEASE SEND THE FOLLOWING:**

- **A cover letter, including the Posting #**
- **Resume**
- **Names and email addresses for three (3) professional references.**

**RESUME, COVER LETTER & REFERENCES WILL BE ACCEPTED VIA ONE OF THE FOLLOWING:**

- **Emailed to [recruitment@pmschools.org](mailto:recruitment@pmschools.org)**
- **Faxed to 631-687-6349**
- **Mailed or hand delivered to the address above**

**POSITION AVAILABLE – HEALTH AIDES - PT**

**APPLICATION DEADLINE:** October 1, 2021

**POSTING #:** **#184 21-22**  
Please include the posting # in your cover letter.

**POSITION:** Health Aide - PT

**RESPONSIBILITIES:**

- Current CPR Certification and Current First Aid Certification
- Provides first aid and care to injured and ill students under direction of school nurse
- Communication with parents/guardians on a daily basis
- Exhibits patience and empathy when communicating with students, parents/guardians and staff
- Reports observations to principal, school nurse, guidance counselors and social workers, as needed
- Maintains stock of health office supplies
- Works with the school nurse to ensure the health office is clean and neat at all times
- Helps school nurse with grade level screenings and physicals
- Takes and records appropriate vital signs and alerts nurse to abnormal findings

**LOCATION:** Various

**HOURS:** Various ( 19 ½ hours a week)

**SALARY:** \$18.24

**EFFECTIVE:** As soon as possible

**EMPLOYMENT REQUIREMENTS:**

**All costs associated with these employment requirements are the responsibility of the employee:**

- Fingerprint clearance from the NY State Department of Education (NYSED)
- Drug Screening
- Physical Examination

Patchogue-Medford Schools is an equal opportunity employer. It does not discriminate against applicants or employees on the basis of age, race, creed or religion, color, national origin, sexual orientation, military status, gender, disability which can be reasonably accommodated without undue hardship, genetic predisposition or carrier status, marital status or any other classification protected by law.

[Click Here to Apply](#)

11/12/19