

# APPLICATION OF POSITION VACANCY

Putnam County Public Schools

200 Reid Street Palatka, Florida 32177

**APPLICATION DEADLINE:** Until Filled

**POSITION TITLE:** Human Resources Development Specialist, FDLRS NEFEC

*(NOTE: This position will work primarily in Columbia, Lafayette, Hamilton, Madison, and Suwannee Counties. This position will be provided office space in Lake City)*

**JOB LOCATION:** NEFEC

**DATE OF VACANCY:** Immediately

**JOB DESCRIPTION:** See Attached

**MINIMUM QUALIFICATIONS:** Bachelor's Degree from an accredited college or university; Valid Florida teaching certificate; Certification in Exceptional Student Education (ESE); Valid Florida Driver's License; Minimum of five (5) years experience in ESE; Experience in development and delivery of professional development; Computer proficiency, including using web-based technologies; Satisfactory criminal background check and drug screening. Pay Grade 10 – salary placement range \$56,680 - \$68,000.

***\*\*ONLY SELECTED APPLICANTS WILL BE INTERVIEWED\*\*  
INTERVIEW TO BE SCHEDULED WITH THE DEPARTMENT HEAD:***

**Dr. Alexandra Kanellis**

**VETERANS PREFERENCE AVAILABLE UPON REQUEST**

**HOW TO APPLY:** Complete a Putnam County District School Board online application.

**NOTE TO APPLICANT:** Applications will not be accepted after the application deadline.

**AFFIRMATIVE ACTION – EMPLOYMENT:** Discrimination on the basis of religion, race, national origin, color, handicap, sex, age, marital status, or parental status is prohibited in the recruitment, hiring, assigning, promotion, paying, demoting, or dismissal of employees of the District school Board of Putnam County.

**DISTRIBUTION:** Alachua, Baker, Bradford, Citrus, Clay, Columbia, Dixie, Duval, Flagler, Gilchrist, Hamilton, Levy, Lafayette, Marion, Nassau, Putnam, Suwannee, Union, P.K. Yonge Developmental Research School, and FSDB.

1/12/24

**FOR CURRENT POSITIONS VISIT**

**<http://www.putnamschools.org>**

**EQUAL OPPORTUNITY EMPLOYER**