EMPLOYMENT OPPORTUNITY

TESTING SPECIALIST

Primary Function: Under the direction of the site principal, coordinate and organize all student testing including internal tests (reading, writing, and math) and state-mandated tests (FCAT). Participate in test administration meetings and provide in-service training to staff. Coordinate all test prep activities. Arrange testing materials for distribution to students before off-site testing (ACT). Accompany students to off-site testing on appointed Saturdays.

Directly Responsible to: Principal

Minimum Qualifications: Associate degree and two years working with youth in an organized setting

Work Year: 225 days – 8 hours/day

Compensation: Competitive salary and benefit package

Licenses/Requirements: Drug and background clearance, Current TB test, Valid Florida driver’s license

Application Deadline: Open until filled

Application Procedure: Please direct all correspondence to:
Michael LaRoche
c/o SALTech Charter High School
4811 Payne Stewart Drive
Jacksonville, FL 32209

E-mail directly to: mlaroche@saltechjax.org

You may e-mail your request for a detailed copy of the job description to info@saltechjax.org.

All applicants shall be accorded equality of consideration without discrimination on account of race, religious creed, color, national origin, ancestry, physical handicap, gender, or age.