SINTE GLESKA UNIVERSITY

JOB ANNOUNCEMENT

POSITION: NACTEP Tutor Mentor **SUPERVISOR:** Department Chairperson/IOT NACTEP Project Director

DEPARTMENT: Institute of Technologies-IOT **CONTRACT:** Full-Time/12 month

JOB SUMMARY: Establish, monitor and conduct tutoring services for SGU-pre-nursing and SGU Nursing students under the supervision of IOT NACTEP Director.

REQUIRED SKILLS AND KNOWLEDGE:

- Self-starter
- Team player
- Must have good verbal and written communication skills
- Responsible, dependable and have good customer service skills
- Computer knowledge: spreadsheets, google forms, outlook (email) and Microsoft word.
- Willing to learn new methods of tutoring.

QUALIFICATIONS:

- Current, valid South Dakota practical nursing license
- 3 years of experience in LPN field
- Pass a criminal background check

To apply submit a completed SGU job application with a copy of your High School diploma or equivalent, Resume', Transcripts, verification of College Degree(s), Certificates, Driver's license, Tribal ID or abstract to the HR Department. **Open until filled**! For further information contact Brenda I. Farmer, Acting HR Director, @SGU Administration Bldg. or call 605.856.8261, Brenda.Farmer@sintegleska.edu. **Incomplete applications will not be considered.**