PERSONNEL SERVICES DIVISION
GUAM DEPARTMENT OF EDUCATION

P.O. Box DE
Hagatna, Guam 96932
Tel: (671) 475-0496
Fax: (671) 477-0698

NERISSA BRETANIA UNDERWOOD, Ph.D.
Superintendent of Education

ANTONETTE MUNA SANTOS
Assistant Administrator

October 12, 2009

An Equal Opportunity Employer

ANNOUNCEMENT
Job Announcement No. PSD-001-2010

The **Guam Department of Education (GDOE)** solicits application to establish a List of Eligibles for the following:

Certified Teachers (School Level Facilitator)
for
PROJECT MENHALOM
(School Year 2009-2010)

Full-Time
(100% Federally Funded)

OPENING DATE: **October 13, 2009** **CLOSING DATE:** **Continuous**

EDUCATION REQUIREMENT:

- Bachelor's degree in Education
- Three (3) to five (5) years of classroom teaching experience
- Reading, Writing, and/or Math education endorsements

SELECTIVE FACTOR:

Applicants for this position should have background knowledge in positive behavior supports or character education which involves training in large and small group settings. Experience working with students with behavioral issues.

NECESSARY SPECIAL QUALIFICATION:

Possession of a valid Guam Teaching Certificate.

NOTE:

Documents to verify training and experience that are required, must be submitted with the employment application form before evaluation can be made. Only training and experience supported by satisfactory documents will be credited.

WORK ELIGIBILITY INFORMATION:

Public Law 99-603 (8USU Section 1324A) requires the Government of Guam to verify the identity and work eligibility of all newly hired employees. All employees shall be required to provide proof of identity and work eligibility to work in the United States. The Government of Guam is required to comply with this law on a non-discriminatory basis.

If you are hired to fill a position with the Guam Department of Education, Government of Guam, you will be required to present valid documents that will establish your identity and work eligibility in the United States and its territories. Any one or combinations of the following documents may be required.

- Certified Birth Certificate
- U.S. Passport
- Naturalization Card
- "Green Card" (For Immigrants)
- Government of Guam I.D. Card
- Original Social Security Card (not laminated)
- Other proof of work eligibility

PRE-EMPLOYMENT TUBERCULOSIS TESTING:
All applicants accepting employment with the Guam Department of Education are required to submit a Tuberculosis Work Clearance. Upon employment and annually thereafter, employee must submit a Tuberculosis Work Clearance as a condition of continued employment. Expenses for the Tuberculosis Testing must be paid for by the applicant.

PRE-EMPLOYMENT PHYSICAL/MEDICAL EXAMINATION:
All applicants accepting employment with the Guam Department of Education must take and pass an entry physical/medical examination as a condition of continued employment. Expenses for the physical/medical examination must be paid for by the applicant.

DRUG SCREENING:
Pursuant to Executive Order No. 95-29 and the Guam Department of Education Personnel Rules and Regulations, all applicants selected for appointment in the Guam Department of Education, Government of Guam, will be required to undergo Drug Testing as a condition of employment. Expenses for the drug test must be paid for by the selected applicant.

POLICE & COURT CLEARANCES:
Pursuant to Executive Order No. 2005-34 and Public Law No. 28-24, all applicants ***selected*** for employment are required to submit Police and Court Clearances (Superior Court of Guam and U.S. District Court of Guam) before commencement of employment.

APPLICATION DEADLINE:
Applications shall be submitted to the GDOE Personnel Services Division from 8:00 a.m. to 4:00 p.m., Monday through Friday except holidays. Completed applications with supporting documents must be received by the deadline.

APPLICATION SUBMISSION:
Interested applicants must submit a **GDOE "Application for Employment"** form to the **GUAM DEPARTMENT OF EDUCATION, PERSONNEL SERVICES DIVISION**. Applications can be obtained at our office, located on the 1st floor of the Governor Manuel F.L. Guerrero Building in Hagatna or visit the **Guam Department of Education's website at www.gdoe.net**

FOR FURTHER INFORMATION:
Please call 475-0496 or come by and visit our office.

ANTONETTE MUNA SANTOS,
Assistant Administrator
Personnel Services Division Dmer