

MELISSA M. STILLEY
SUPERINTENDENT

JANICE FULTZ RICHARDS
BOARD PRESIDENT



DEADLINE: February 14, 2024

The Tangipahoa Parish School System (TPSS) is now accepting applications for the following:

POSITION: SITE REGISTRAR (12 Month)

SALARY: \$32,953 - \$46,462 (Based on verified years of relevant experience)

LOCATION: Family Services Center
Hammond, LA

CRITERIA:

- Bachelor's degree or higher;
- Experience working effectively with the general public;
- Possess high level of competence in oral communication and human relations;
- Ability to effectively use computers, electronic equipment, and Microsoft Office/Google Suite;
- At least three (3) years working in a school district setting of customer service industry.

Applications for these positions will only be accepted through the Unified Talent website. Paper applications and/or email scanned attachment(s) will not be accepted or processed for consideration. The Unified Talent online portal can be accessed two ways:

- TPSS website (www.tangischools.org) - Click **EMPLOYMENT**; or
- Unified Talent website: (<https://tangischools.tedk12.com/hire/index.aspx>)

Submit your application through the Unified Talent portal before the deadline of **February 14, 2024**, even if a previous paper application is on file with TPSS Human Resources. Previous paper or email applications will not be considered.

The Tangipahoa Parish School System is an Equal Opportunity Employer. We do not discriminate on the basis of race, religion, sex, age, national origin, or disability.

DATE ADVERTISEMENT POSTED: February 5, 2024

TANGIPAHOA PARISH
SCHOOL SYSTEM

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