



Lafourche Parish School Board

OFFICE OF SUPERINTENDENT

P.O. BOX 879
THIBODAUX, LOUISIANA 70302-0879
PHONE: 985-446-5631
FAX: 985-446-0801

May 9, 2019

Employees
Lafourche Parish School System

Dear Employees:

As Superintendent of Schools, I am currently accepting applications for the following professional vacancy:

Business Manager
Length of Employment: 240 days (239 days- 2018-2019)
Salary Range: \$74,202 - \$92,462
Effective: July 1, 2019

The deadline for the receipt of the complete application packet in the superintendent's office for the above-listed positions has been set at 10:00 a.m. on Friday, May 24, 2019; any applications received after this deadline will not be considered. The application packet must be submitted to me (Dr. Louis Voiron, Jr., Superintendent of Schools, P. O. Box 879, Thibodaux, LA 70302) in an envelope marked "Application for Business Manager" and shall contain the following: (1) Application for Business Manager; (2) resume; (3) copy of applicant's transcripts conferring degree(s) and Louisiana CPA license (4) copies of applicant's last two years' evaluation for the position presently held; and (5) Release of Information Form (titled *Request for Information on Present/Former School Employee*) completed by the central office staff member who is the supervisor of personnel -- required if the applicant is presently employed or was previously employed by another district.

Minimum Qualifications:

- Baccalaureate Degree with a minimum of 24 hours of business-related courses, such as accounting, finance, or management, or Master's degree in public or business administration
- Certified Public Accountant licensed in Louisiana
- Minimum of five (5) years experience in one of the above fields, including at least three (3) years in supervision and/or administrative capacity

Sincerely yours,

A handwritten signature in blue ink, appearing to read "Louis Voiron, Jr.", is written over the typed name.

Louis Voiron, Jr., Ed. D.
Superintendent of Schools

LV:gpm