

**ISLAND PARK UFSD
Island Park, New York**

This South Shore District in Western Nassau County, committed to Excellence in Education,
is seeking qualified candidates for the following position:

School Business Administrator

Probationary, Confidential Position Effective Immediately

- NYSED SDBL Certification or equivalent (SBA) required
 - CPA or Advanced Accounting Certificate a plus
 - Experience in Public Schools required
- College and Graduate School Transcripts will be required

Responsibilities Include:

1. All Facets of Business Office Operations
2. Purchasing
3. Budgeting
4. Accounting
5. Auditing
6. Negotiating
7. Oversight of Food Service Program
8. Assist Treasurer
9. Assist Superintendent

Fax Letter of Interest, Resume & Certifications

By February 25, 2019 (Noon) to:

Dr. Rosmarie T. Bovino, Superintendent

(516)431-7550

(Do not send emails)

EEO

Student Enrollment Approximately 750 (PreK – Gr 8)

Staff Serving Students: 101 Teachers; 1 Guidance Counselor; 2 Social Workers; 2 Psychologists
