



Dr. Benjamin L. Hooks Job Corps Center  
 1555 McAlister Drive  
 Memphis, TN 38116  
 Phone (901) 396-2800 ~Fax (901) 344-5930

**EMPLOYMENT OPPORTUNITY  
 (1<sup>st</sup> Internal/External Posting)**

**Licensed Practical Nurse (LPN)**

**Department:** Wellness  
**Classification:** Non-Exempt  
**SOC Code:** 29-2061  
**Status:** Full-Time

**Reports To:** Manager of Wellness  
**Dates of Posting:** 08/16/2017-08/23/2017  
**Salary:** Contact Human Resources

**GENERAL FUNCTION:**

Provide health services to students under the guidance of the Manager of Wellness.

**MINIMUM QUALIFICATIONS:**

A High School Diploma or GED required with an active, unrestricted state certification as a Licensed Practical Nurse (LPN) in state where center is located. Two years of nursing experience in an institutional setting with experience in a hospital setting or public health preferred.

**KNOWLEDGE, SKILLS, AND ABILITIES:**

- Effective verbal and written communication skills; Effective organization skills
- Effective interpersonal skills; Classroom instruction and Curriculum Development;
- Must be confidential

**LICENSES OR CERTIFICATES:** Certificate in Cardiopulmonary Resuscitation.  
 A valid Regular Driver License.

**DAYS/HOURS:**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Off	6:30 am- 3:30 pm	6:30 am- 3:30 pm	6:30 am- 3:30 pm	6:30 am- 3:30 pm	6:30 am- 3:30 pm	Off

Interested internal applicants may apply online and forward an updated resume and appropriate credentials to:

**Dr. Benjamin L. Hooks Job Corps Center  
 ATTN: Human Resources  
 1555 McAlister Drive  
 Memphis, TN 38116**

Visit our website at <http://www.minactjobs.com>

Your application will not be considered if you fail to meet the required deadline.

**An Equal Opportunity Employer  
 M/F/Veterans/ Disability**

**Minact is a Federal Contractor and desires priority referrals of protected veterans.**

