

accuracy of staff timecards, leave schedules and overtime slips, and turn in the aforesaid listed items to personnel timekeeper in a timely manner. Perform management duties and responsibilities in the absence of the Nursing Supervisor or Clinical Coordinator. Report for work as scheduled and maintain satisfactory attendance record. Perform other related duties and other work that is required, assigned or instructed and accept responsibilities designated.

MINIMUM QUALIFICATION REQUIREMENTS:

Bachelor of Science in Nursing from a recognized/accredited School of Nursing. Must pass the NCLEX-RN and must be licensed as a Registered Nurse by the Commonwealth Board of Nursing Examiners (CBNE) to practice nursing in the Commonwealth of the Northern Mariana Islands (CNMI). Must have four (4) years of nursing experience in an acute care setting. Must possess CPR/BLS certifications.

CONDITIONAL REQUIREMENT:

Employment is contingent upon successful clearing of pre-employment health and drug screening in accordance with CHCC policy.

ADDITIONAL JOB INFORMATION:

This position is a temporary, Full-Time employment status at 40 hours per week with a shift schedule of eight (8) hours per day from 7:30am to 4:30pm, Monday through Sunday with flexible day(s) off per week. Employment start date will begin on June 01, 2025 through May 31, 2028. This position is paid on a bi-weekly basis (2-week period). Fringe benefits: Paid time off & holidays.

NOTE(S):

- Employer-Provided Items 655.423(k): Workers will be provided, without charge or deposit charge, all tools, supplies and equipment required to perform the duties assigned.
- Deductions from Pay: CNMI Tax, Federal Tax, Medicare and Social Security. Optional: Medical & Dental Insurance, Life Insurance, 401a Retirement Plan.

INTERESTED PERSONS SHOULD SEND THEIR COMPLETED APPLICATION FORMS TO:

Interested applicants may be considered for employment by submitting a completed Commonwealth Healthcare Corporation (CHCC) Employment Application to CHCCs Human Resources Office. The HR Office is open Monday through Friday from 7:30 AM to 4:30 PM and is CLOSED on weekends/holidays. Applicants may contact the employer via email at apply@chcc.health or via telephone at (670)236-8202 to apply for the job opportunity posted on the CHCCs official website: <http://www.chcc.health/job-opportunities.php>. Employment Applications are made available on the CHCC website and at the CHCCs HR & Main Cashier Office.