



Commonwealth Healthcare Corporation

Commonwealth of the Northern Mariana Islands
1 Lower Navy Hill Road Navy Hill, Saipan, MP 96950



HUMAN RESOURCES

EXAMINATION ANNOUNCEMENT NO. 22-014

POSITION: **LICENSED PRACTICAL NURSE** OPENING DATE: **01/01/2022**

NO. OF VACANCIES: **1** CLOSING DATE: **Continuous**

SALARY: **\$15.24 P/ H or \$31,699.20 P/A**

LOCATION: **Nursing Services, Commonwealth Health Center
Commonwealth Healthcare Corporation, Saipan**

DUTIES:

- Provide basic nursing care with minimal supervision.
- Work as part of a healthcare team to assess patient needs, plan and modify care, and implement intervention or assist in the preparation of the Nursing Care Plan.
- The LPN is responsible for the total nursing care for assigned patients with the exception of administering IV narcotics.
- Record all medications and treatments given to the patients on the electronic health record.
- Observe and report any adverse signs and symptoms or any changes in patients' condition to the Charge Nurse or Unit Manager.
- Set up treatment trays, prepares instruments and other equipment as needed.
- Assist physicians and other nurses with treatments, dressings, and tests. Responsible for preparation and maintenance of patients' clinical records.
- Report all occurrences of incidents happened during shift to Charge Nurse or Unit Manager.
- Admit patient and perform physical assessment with a registered nurse and then takes over care until patient discharge.
- Answers patients' calls and determine how to assist them. Supervise nurse aides or assistants.
- Participate in QA and KQI programs.
- Maintain and cleans unit in cooperation with Charge Nurse or Unit Manager.
- Perform other related duties or tasks as directed by the Charge Nurse or Unit Manager.

QUALIFICATION REQUIREMENTS:

Completion of LVN/LPN program from a recognized /accredited school of nursing or foreign equivalent. Must pass NCLEX-LPN examination and be licensed by the CBNE as an LPN to practice nursing in the CNMI. Comply with annual review classes. Demonstrate current knowledge of the legal and ethical standards of nursing practice and patient care. Communicate openly and effectively with members of the health care team, patients and family members. Need one year of work related experience.

CONDITIONAL REQUIREMENTS:

Employment is contingent upon successful clearing of pre-employment health screening (Covid-19 vaccine required) and drug screening in accordance with CHCC policy.

OTHERS:

This position is a Full-Time employment status and requires at least 40 hours per week. This position is "Covered", or is eligible to receive overtime compensation pursuant to the Fair Labor Standards Act (FLSA) of 1938 Federal Law. Regular

CHCC is an equal opportunity employer. We consider all applicants for all positions without regard to race, color, religion, sex, disability, age, mental or veteran status, the presence of a non-job related medical condition or disability, or any legal protected status.

operating hours of the Commonwealth Healthcare Corporation will be Monday to Friday from 7:30am to 4:30pm, however facility hours are 24 hours / 7 day per week. The **Licensed Practical Nurse** position will be required to work a fixed work schedule; incumbent can opt to have a Compressed Work Schedule enabling full-time employees to complete basic 80-hour bi-weekly work requirement in less than 10 days. This work schedule however is subject to change with or without notice based on the Employer's business requirement and/or by the demands of the employee's job. This position is paid on a bi-weekly basis (2-week period). CHCC adheres to all applicable deductions such as C.N.M.I. Tax, Federal Tax, Medicare and Social Security.

Note(s):

- *Three-fourths 20 CFR 655, Subpart E: "Workers will be offered employment for a total number of work hours equal to at least three fourths of the workdays of the total period that begins with the first workday after the arrival of the worker at the place of employment or the advertised contractual first date of need, whichever is later, and ends on the expiration date specified in the work contract or in its extensions, if any."*
- *Employer-Provided Items 655.423(k): Requires Employer provide to the worker, without charge or deposit charge, all tools, supplies and equipment required to perform the duties assigned.*

INTERESTED PERSONS SHOULD SEND THEIR CURRENT APPLICATION FORMS TO:

Office of Human Resources

Commonwealth Healthcare Corporation

1 Lower Navy Hill Road, Navy Hill, Saipan, MP, 96950

Operation Hours: Monday Through Friday 7:30 AM – 4:30 PM and CLOSED on weekends/holidays.

Employment Application Forms will be available 24/7 at the employer's hospital facility's Main Cashier Office (entrance/exit point for all)

E-mail: apply@chcc.health

Direct Line: (670) 236-8205/8210/8729/8202

Trunk Line: (670) 234-8950 ext. 3580/3581/3583

Fax Line: (670) 233-8756

Rev. 07/22/22 src

Note: *Education and training claimed in Employment Application must be substantiated by diploma, certificate or license. Failure to provide complete application form or the required documents will result in automatic disqualification.*