

Pringle-Morse CISD**Employment Opportunity:** Business Manager**Posted:** October 31, 2022**Starting Date:** Immediately**Submit resume to:** sburrow@region16.net, Scott Burrow, Superintendent, 806-733-2507**Primary Purpose:** Manage the operations of the Pringle-Morse CISD financial and business affairs**Education:** Bachelor's degree in accounting or financial accounting work experience preferred**Job Requirements:** No experience required**Application Deadline:** Posted until filled**Training:** Pringle-Morse CISD will train the selected employee for the position**Special knowledge and skills:**

- Trustworthy team member with sound judgment
- Problem solver with positive attitude
- Excellent communication, public relations, interpersonal, and organizational skills
- Knowledge of budgeting, accounting, and payroll systems
- Ability to manage school budget and personnel
- Desire and flexibility to work and learn local, TEA, USDE, USDA, GASB and other procedures
- Ability to implement school board policies and procedures
- Ability to coordinate, facilitate, and attend school functions

Equal Opportunity Employer

Pringle-Morse CISD is committed to maintaining a work and learning environment free from discrimination on the basis of race, color, religion, national origin, pregnancy, gender identity, sexual orientation, marital/civil union status, ancestry, place of birth, age, citizenship status, veteran status, political affiliation, genetic information or disability, as defined and required by state and federal laws. Additionally, we prohibit retaliation against individuals who oppose such discrimination and harassment or who participate in an equal opportunity investigation.