



Date Posted: August 3, 2021

Send resume to: Name: Sr. Grace Dike (716) 284 8273  
Email: shvillaschool@gmail.com

Type of Employment: Summer:  Part-Time  If part-time, # of hours per week Full-Time:

Job Title of Open Position: Elementary school computer teacher for Grades K-3

Salary: Commensurate upon experience/education Salary will be:  hourly  other

Employer: Sacred Heart Villa School Department \_\_\_\_\_

Location Address: Sacred Heart Villa School  
5269 Lewiton Road  
Lewiston, NY

Employer website: [www.shvilla.org](http://www.shvilla.org)

#### Brief Job Description

An elementary school computer teacher who can plan lessons and activities that promote computer literacy and enable our students from K- Grade 3 to acquire basic computer skills; a teacher who can create lessons and activities that are age appropriate, evaluate students' performance through projects. Quizzes/examinations, download & install important software and maintain hardware.

#### Qualifications: Required Education/Experience

- Associate/bachelor's degree in computer, an experienced computer teacher, and a retired teacher

#### Desired Skills

- strong computer skills, knowledgeable about Microsoft Words, PowerPoint, Photoshop, smartboards, and computer troubleshoot skill, enthusiastic, and patient with students

E.O.E.

How to Apply: By Mail  E-Mail  Fax  as above, no later than 9/1/2021

Please include Resume. Please send Resume to Sr. Grace Dike, SCGR (shvillaschool@gmail.com)