

## NURSES AIDE

DISTINGUISHING FEATURES OF THE CLASS: This is personal service work of a routine nature, which involves responsibility for the general comfort of children in need of medical care. Supervision is received from the school professional nursing personnel. Performs a variety of related duties as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Provides general comfort to children who have reported to the Nurse's office;  
Assists the professional nursing personnel in the medical needs of the children;  
Assists the professional nursing personnel in the preparation and maintenance of medical records;  
Arranges with teachers for students to attend vision and hearing tests and other physical examinations performed in the Nurse's office;  
May administer first-aid to students as prescribed by professional nursing personnel;  
Performs a variety of related activities as required.

*Typical Work Activities are intended only as illustrations of possible types of work that might be appropriately assigned to an incumbent of this title. Work activities that do not appear above are not excluded as appropriate work assignments, as long as they can be reasonably understood to be within the logical limits of the job.*

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Familiarity with nursing techniques, sanitation and personal hygiene; ability to understand and carry out, with effectiveness, simple oral and written directions; ability to get along well with others, especially children of various ages and to secure their confidence and cooperation.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of a comparable diploma.