

El Tejon Unified School District

Sara HaflichDistrict Superintendent

CLASSIFIED JOB OPENING

POSITION: Part Time School Secretary

3.75 Hours Per Day/5 Days Per Week

11 Months

LOCATION: El Tejon School

SALARY RANGE: #12 \$18.25 To \$20.93 per hour

SELECTION PROCESS: Qualifications and suitability for the position will

be assessed in an oral interview.

APPLICATION PROCEDURE: Interested personnel should send a letter of

interest and application to:

El Tejon Unified School District Office

Attn: Sara Haflich.

PLEASE DO NOT REMOVE POSTING!