



SIERRA UNIFIED SCHOOL DISTRICT

29143 AUBERRY ROAD • PRATHER, CALIFORNIA • 93651
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www.sierrausd.org

Foothill Elementary • Oak Meadow Community Day School • Sandy Bluffs • Sierra Jr/Sr High • Sierra@Home

CLASSIFIED -- JOB ANNOUNCEMENT

Position Posted Inside & Outside The District

November 13, 2023

POSITION: Noon Time Assistant (1) Position

Special Details:

- Site: Foothill Elementary
- Position #1900: 2.0 hours – 11:00am – 1:00 pm / Monday – Friday

Salary: Schedule 160 – Step 1 - \$16.50 hourly
According to the CSEA Contract, district paid benefits **not** included with these positions.

Primary Functions:

- Monitor and direct student activities in lunch areas, classrooms, play areas, restrooms and other assigned areas.
- Inspect and monitor campus activities; maintain appropriate student behavior according to established policies, laws, rules and regulations; report unsafe conditions to appropriate administrator.
- Enforce the District and school regulations; assure proper behaviors and safety regulations are maintained.
- Advise students and others regarding violation of rules and regulations.
- Report inappropriate student behavior and assist in the preparation of necessary incident reports; write referrals.
- Assist ill or injured students or students; provide basic first aid and report injury and illness to appropriate staff.
- Monitor the cafeteria as assigned; assure clean and safe condition.
- Assist and direct campus visitors to the office.
- Perform other duties as assigned.

Job description available upon request.

APPLICATION DEADLINE: WEDNESDAY – NOVEMBER 29, 2023 @ 4:00 PM OR UNTIL FILLED

Current employees (non-substitutes) submit a Letter of Application and/or an updated Application.

***All others-** submit a SUSD classified employment application*

Contact Personnel Department for further details. (559) 855-3662 www.sierrausd.org

Or apply online at www.edjoin.org

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