

PLEASE POST

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**WESTSIDE UNION SCHOOL DISTRICT
EMPLOYMENT OPPORTUNITY**



RANCHO VISTA SCHOOL

February 8, 2012

*****2 POSITIONS*****

- 1- INSTRUCTIONAL ASSISTANT II –ACCESS – 3.0 hrs/day** (7:35 a.m.-10:35 a.m. – Req # 7661)
1- INSTRUCTIONAL ASSISTANT II –ACCESS – 3.0 hrs/day (10:35 a.m.-1:35 p.m. – Req # 7662)

SALARY: **\$11.92 - \$15.21 per hour – Instructional Assistant II**

**EMPLOYMENT
STANDARDS:**

Education and Experience: Any combination equivalent to graduation from high school and at least one year of experience as an instructional aide, preferably with children.

Knowledge and Abilities: Knowledge of general needs and behavior of children, correct English usage, spelling, grammar, punctuation and subject matter to be taught. Ability to maintain composure under stress, establish and maintain effective relationships with adults and students, perform routine clerical work, operate standard office machines, understand and carry out written directions, and assume responsibility. Bi-Lingual is desirable.

SELECTION

PROCEDURES: The selection process is open to District employees and to the public, resulting in a merged eligibility list. The Instructional Assistant examination consists of a qualifying written examination and a Qualifications Appraisal Interview.

CLOSING DATE: **February 13 by 3:30 p.m.**

APPLY ON LINE AT: www.edjoin.org

**WESTSIDE UNION SCHOOL DISTRICT
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Quartz Hill, CA 93536
661- 722-0716
EOE**