

**SAN CARLOS SCHOOL DISTRICT**

1200 Industrial Road Suite #9

San Carlos CA 94070

**August 1, 2018**

**POSITION ANNOUNCEMENT**

Transfer request forms for the following position are now being accepted for a part time position in the San Carlos School District for the 2018-2019 school year.

**AVAILABLE:**  **After School Assistant Program Coordinator- .925FTE**

**LOCATION:** **Arundel Elementary School**

**WORK YEAR:** **2018-2019 School Year, 202 days per year (including 13 holidays)**

**M,F: 7:15am-9:45am, 11:30am-5:30pm (w/30min lunch)= 8hrs/day**

**T,W: 10:30am-6:00pm (w/30min lunch)= 7hrs/day**

**Th: 11:30am-7:00pm (w/30min lunch)= 7hrs/day**

**= 37hrs/week**

**START DATE:** **August 16, 2018**

**SALARY:** Range \$18.96- \$21.19 per hour based on experience.  
Paid holidays, sick and vacation days.

**JOB DESCRIPTION:** Please see attached job description  
Experience working with school children essential.  
Substitute for staff absences, as needed.

**ADA REQUIREMENT:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. While performing the duties of this job, the employee is regularly required to sit and talk and hear. The employee is frequently required to walk and use hands to finger, handle and feel. The employee is occasionally required to stand, reach with hands and arms; stoop, knee, crouch and crawl. The employee must occasionally lift and/or move up to 30 pounds. Specific vision abilities required by this job include close vision, distance vision and ability to adjust focus.

**SUBMIT FORMS TO:** **Andrea Hernandez**  
**Human Resources Office**  
San Carlos School District  
1200 Industrial Road Suite 9  
San Carlos, CA 94070

This is an announcement of a position and does not constitute a commitment for an interview.

The San Carlos School District is an equal opportunity employer.