



EL TEJON UNIFIED SCHOOL DISTRICT

Rodney Wallace
District Superintendent

- POSITION:** District Secretary
12 months / 8 hours per day
- LOCATION:** District
- SALARY:** “Confidential” Salary Schedule: \$2,512 to
\$3,089 per month
- SELECTION PROCESS:** QuickBooks and/or similar experience preferred. Suitability
for the position will be assessed in an oral interview.
- APPLICATION PROCEDURE:** Interested personnel should submit a letter of interest
to the Superintendent by Friday, October 13, 2017.

PLEASE DO NOT REMOVE POSTING