



EL TEJON UNIFIED SCHOOL DISTRICT

Rodney Wallace
District Superintendent

- POSITION:** District Secretary
12 months / .625 FTE
- LOCATION:** District
- SALARY:** “Confidential” Salary Schedule: \$2,512 to
\$3,089 per month - Pro rated
- SELECTION PROCESS:** QuickBooks and/or similar experience preferred. Suitability
for the position will be assessed in an oral/written interview.
- APPLICATION PROCEDURE:** Interested personnel should submit a letter of interest,
application and resume to the District Office by
Wednesday, April 25, 2018.

PLEASE DO NOT REMOVE POSTING