



## **EL TEJON UNIFIED SCHOOL DISTRICT**

**Rodney Wallace**  
District Superintendent

### **CLASSIFIED JOB OPENING**

<b>POSITION:</b>	School Secretary 10 ½ months, 3 ¾ hours per day Bilingual preferred
<b>LOCATION:</b>	Frazier Park School
<b>SALARY RANGE:</b>	#12 \$13.82 to \$16.99 per hour
<b>SELECTION PROCESS:</b>	Applicants will be required to pass a typing test (45 WPM corrected) as well as a 10-key calculator test. Qualifications and suitability for the position will be assessed in an oral interview.
<b>APPLICATION PROCEDURE:</b>	Submit a letter of interest and application to Rodney Wallace at the District Office by Friday, April 21, 2017.