

Port Jervis City School District
Port Jervis, New York 12771
Notice of Vacancy

Vacancy #2021

Title of Position: **Teacher Aide**

Appointment Effective: **January 2, 2018 (pending fingerprint clearance)**

Building: **District Wide**

Salary: **\$14.54/hr. (Step 1 2016-17)**
5.5 hours/day

Type of appointment to be made: Regular, Temporary, **Other:** **Based upon the needs of the student and the students residency within the district.**

Requirements of applicants (include all pertinent prerequisites): **High School Diploma or GED. Good communication and interpersonal skills, understanding of child development, ability to problem solve.**

General Statement of Duties: **Assists school teacher in the performance of their teaching functions by performing varied duties associated with teaching process; does related work as required.**

Fringe Benefits - As per contract

Holidays	Retirement
Vacation	Health Insurance
Sick Leave	Medical Examination
Other Leaves	Dental Plan

Persons interested in making application for the above position are to submit a letter of interest and a support staff application. Applicant must include, with application, three letters of personal interest.

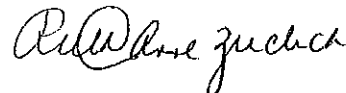
Send completed application to:

Deadline for filing: **December 10, 2017**

Mrs. Barbara J. Hamilton
Administrative Aide
Port Jervis City School District
9 Thompson Street
Port Jervis, New York 12771

Central Office Approval

The above described position is hereby approved and funded, and notice of such vacancy is to be posted in all buildings in the District on December 1, 2017.



Interim Superintendent of Schools

Port Jervis City School District Is An Equal Opportunity Employer