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PACIFIC GROVE UNIFIED SCHOOL DISTRICT
435 Hillcrest Avenue Pacific Grove, CA 93950

Ralph Gomez Porras
Superintendent
(831) 646-6520
Fax (831) 646-6500
rporras@pgusd.org

Song Chin-Bendib
Assistant Superintendent
Business Services
(831) 646-6509 Fax (831) 646-6582
schinbendib@pgusd.org

April 30, 2021

NOTICE OF CLASSIFIED SUBSTITUTE VACANCY

QUALIFIED DISTRICT EMPLOYEES WILL RECEIVE AN INTERVIEW

- POSITION:** Substitute Instructional Assistant – Special Education
Pacific Grove Middle School
- HOURS:** 6 hours a day, 5 days per week, 180-day work Calendar
Monday-Friday: 8:15am-3:15pm (includes 1-hour unpaid meal period)
- SALARY:** Range 31 starts at \$20.52 per hour
- DESCRIPTION:** Under the direct supervision of classroom teachers and other certificated personnel assists in the performance of their duties, supervision of pupils and in instructional tasks.
- REQUIREMENTS:** Must meet minimum Special Education Instructional Assistant job description requirements located on our website under the employment tab. Qualified applicants will be required to complete and pass a PGUSD Special Education Instructional Assistant written test.
- EFFECTIVE:** ASAP through May 28, 2021 ONLY
- DEADLINE:** Thursday, May 6, 2021
- APPLICATION:** Submit a complete application package on EDJOIN:

Pacific Grove Unified School District
Human Resource Department
Billie Mankey, Director, Human Resources
435 Hillcrest Avenue
Pacific Grove, CA 93950.
Phone: 831-646-6507; FAX: 831-646-6527
District website: www.pgusd.org
E-mail: bmankey@pgusd.org

A complete application package includes a cover letter, current résumé,
District classified application, and 3 letters of recommendation.

District employees need only submit a letter of interest.

The Pacific Grove Unified School District does not discriminate against on the basis of sex, sexual orientation, gender, gender identity, gender expression, pregnancy, race, ancestry, national origin, religion, color, mental or physical disability, medical condition, genetic information, marital status, age, and military and veteran status.