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

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March 11, 2022

## NOTICE OF TEMPORARY CLASSIFIED VACANCY

*QUALIFIED DISTRICT EMPLOYEES WILL RECEIVE AN INTERVIEW*

- POSITION:** Temporary Elementary Intervention Instructional Assistant  
**ROBERT DOWN ELEMENTARY SCHOOL**
- HOURS:** Monday-Friday not to exceed 10 hours per week  
8:00am-9:00am and 2:00pm-3:00pm  
and based on program and student need
- SALARY:** Range 31 starts at \$21.14 per hour paid per timesheet
- 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 Instructional Assistant job description requirements located on our website under the employment tab.
- EFFECTIVE:** ASAP-May 27, 2022 only
- DEADLINE:** March 16, 2022
- APPLICATION:** Please submit a complete application in 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](http://www.pgusd.org)  
E-mail: [bmankey@pgusd.org](mailto:bmankey@pgusd.org)

A complete classified application package includes a classified application, letter of introduction, current résumé and 3 letters of recommendation (current within the last year)

*District employees need only submit a letter of interest an updated resume is highly recommended.*

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.