



[www.pgusd.org](http://www.pgusd.org)

# PACIFIC GROVE UNIFIED SCHOOL DISTRICT

435 Hillcrest Avenue Pacific Grove, CA 93950

**Dr. Ralph Gómez Porras**  
**Superintendent**

(831) 646-6520  
Fax (831) 646-6500  
rporras@pgusd.org

**Joshua Jorn**  
**Assistant Superintendent**

(831) 646-6509  
Fax (831) 646-6582  
josh.jorn@pgusd.org

January 6, 2023

## NOTICE OF SUBSTITUTE CLASSIFIED VACANCY

**QUALIFIED DISTRICT EMPLOYEES WILL RECEIVE AN INTERVIEW**

**POSITION:** SUBSTITUTE FOOD SERVICE I

Bilingual applicants preferred

**HOURS:** Schedule varies Monday - Friday

**SALARY:** Range 28 - \$20.67 per hour

**DESCRIPTION:** Under the direction of the School Nutrition Director or supervisor, assists in the preparation and serving of food the collection of money, and the subsequent cleaning of food service equipment. Must have or be willing to obtain a SERV Safe Food Handlers Certificate. All applicants must meet minimum job description requirements. Complete Job Description and requirements @ [www.pgusd.org](http://www.pgusd.org)

**REQUIREMENTS:** Must meet minimum Food Service I job description requirements located on our website under the Human Resource tab.

**EFFECTIVE:** ASAP

**DEADLINE:** Open to a pool of applicants – Interviews may be conducted as applications are received

**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](http://www.pgusd.org)  
E-mail: [bmankey@pgusd.org](mailto: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.