



# 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

www.pgusd.org

October 25, 2021

## NOTICE OF CLASSIFIED VACANCY

**QUALIFIED DISTRICT EMPLOYEES WILL RECEIVE AN INTERVIEW**

**POSITION:** COMPUTER LAB INSTRUCTIONAL TECHNICIAN II  
ROBERT DOWN ELEMENTARY SCHOOL

**HOURS:** 8 hours per day, 5 days per week – 10 Month work calendar  
7:30am -4:30pm Monday-Friday (includes 1 hour unpaid meal period)

**EFFECTIVE:** ASAP

**SALARY:** Range 33: Starts @ \$22.20 per hour

**DESCRIPTION:** Under the general direction of classroom teachers and general supervision of the school principal, works independently according to a developed plan or outline, and is responsible for maintaining, coordinating, and operating the computer lab and computer resources of the school. See [www.pgusd.org](http://www.pgusd.org) for job qualifications and complete job description. Distance Learning tech knowledge, Google Suite, Interactive Board, wifi troubleshooting highly desired. Bilingual applicants are encouraged to apply.

**TRANSFERS:** Transfers ONLY October 25, 2021-October 29, 2021  
Apply for transfer in writing within five (5) working days (Per CSEA contract Article VIII B. 5)  
**Deadline for all others: November 1, 2021**

Those with a complete application packet & meeting the job requirements  
will be contacted to take a written test. Test Date TBD

**APPLICATION:** Submit a complete application package on [edjoin](https://edjoin.com):

**Pacific Grove Unified School District**  
Human Resource Department  
Billie Mankey, Director II, 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)

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

***District employees need only submit a letter of interest or transfer request, however  
submitting a current resume, cover letter and letters of recommendation 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.