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## PACIFIC GROVE UNIFIED SCHOOL DISTRICT

435 Hillcrest Avenue, Pacific Grove, California

**Ralph Gómez Porras**  
Superintendent

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

**Rick Miller**  
Assistant Superintendent

Phone (831) 646-6509  
Fax (831) 646-6582  
rmiller@pgusd.org

April 6, 2018

### NOTICE OF CLASSIFIED VACANCY

*QUALIFIED DISTRICT EMPLOYEES WILL RECEIVE AN INTERVIEW*

- POSITIONS:**           **INSTRUCTIONAL ASSISTANT**  
**FOREST GROVE ELEMENTARY**
- HOURS:**               3 hrs. per day / 5 days per week/ 180 days per year  
8:45 AM -10:45 PM & 1:00 PM-2:00 PM Monday-Friday
- EFFECTIVE:**           August 8, 2018
- SALARY:**              Range 30: Starting at \$ 18.88 per hour
- DEFINITION:**        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.
- DEADLINE:**           Wednesday, April 25, 2018
- APPLICATION:**       Submit a complete application package on EDJOIN or to:

**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)

Qualified applicants will be required to complete and pass a PGUSD Instructional Assistant written test.  
Test date TBD

A complete classified application package includes a district classified application form, current résumé, and 3 current (with last year) letters of recommendation.

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.