

Fairborn City Schools

306 E. Whittier Avenue

Fairborn, Ohio 45324

(937) 878-3961

(937) 879-8180 (FAX)

JOB OPENING

DATE: December 7, 2017

POSITION: Special Education Assistant

LOCATION: Fairborn High School

SALARY: Starting Pay: \$11.43 per hour/ work schedule is 7:00 am – 2:30 pm, 7.5 hours per day

APPLICATION DEADLINE: December 13, 2017

QUALIFICATIONS:

1. Ability to communicate and work with disabled students.
2. HQ preferred.
3. Must hold a minimum of a high school diploma.
4. Assist in the preparation and presentation of teacher planned activities.
5. Supervise and monitor students in all school settings based on teacher instructions and student IEPs.
6. Physically capable to do student transfers as necessary to maintain the care of students in the classrooms.
7. Meet the qualifications and/or criteria set by the State of Ohio Department of Education to obtain an educational aide permit (ORC 3319.088).
8. Sign Language experience preferred.
9. The supervisor shall authorize re-numeration, if the position does not allow for a duty-free lunch.

Applications will be reviewed and interviews may be limited. Skill performance may be tested.

CONTACT:

Applicants (if an employee of the school district) desiring consideration for this position may apply by sending a letter to **Gene Lolli (glolli@fairborn.k12.oh.us), Director of Business Affairs/Classified Personnel, at 306 E. Whittier Avenue, Fairborn, Ohio 45324**, within five (5) working days

If not an employee of the school district, applicants must complete the application form available from the Business Office and submit three (3) letters of reference/recommendation with the address and phone number of the person making the reference/recommendation attached to the application.

