

Fairborn City Schools

306 E. Whittier Avenue
Fairborn, Ohio 45324
(937) 878-3961
(937) 879-8180 FAX

JOB OPENING

DATE: January 11, 2019
POSITION: Noon Duty Assistant
LOCATION: Fairborn Primary School/Wright Campus
SALARY: Starting Pay: \$10.99 per hour/2.5 hours per day
Work Schedule: 10:45 am – 1:15 pm

APPLICATION DEADLINE: January 17, 2019

QUALIFICATIONS:

1. Must like children.
2. Must have good communications skills.
3. Must learn the use of office equipment.
4. Available each day.
5. Meet the qualification and/or criteria set by the State of Ohio Department Of Education to obtain an educational aide permit (ORC 3319.088).

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

CONTACT: **Jeff Patrick**
jepatrick@fairborn.k12.oh.us
937-878-3961 Ext 1116

Applicants (if an employee of the school district) desiring consideration for this position may apply by sending a letter to Jeff Patrick, 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 three (3) letters of reference/recommendation with the address and phone number of the person making the reference/recommendation must be attached to the application.