



ENTERPRISE ELEMENTARY SCHOOL DISTRICT

Bulletin #31
August 26, 2021

TO: CLASSIFIED STAFF

FROM: MEAGAN HAWLEY-STONE

SUBJECT: CLASSIFIED POSITIONS

The following positions are available within the District. If you are interested in a position, please indicate below.

Job Title	# of Pos.	Location	Reg. Duty Days**	Hours	Range	Effec. Date
CIA Aide	1	AM	182	5.25	B	September 2021
CIA Aide	1	MI	182	3.59	B	September 2021

Lateral (within same job classification) transfers must complete **only this form** below. The requirements for a lateral transfer can be found in Article 13.13.1 of the CSEA contract.

Employees not eligible for a lateral transfer must complete the **In-District application found on www.edjoin.org*** and an **updated resume (optional but recommended)**, no later than 3:00 P.M September 1, 2021. Employee applicants may include documents of preference from his/her personnel file.

**See Article 6 for Total Duty Time Allocation

*contact the HR Office for the password

Name _____ Present Location _____

I would like to apply for the _____ position

Printed Name

Signature

Date

Please return to Meagan Hawley-Stone in the Human Resource Department