



# ENTERPRISE ELEMENTARY SCHOOL DISTRICT

**Bulletin #12**  
**September 3, 2020**

**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.

<b>Job Title</b>	<b># of Pos.</b>	<b>Location</b>	<b>Reg. Duty Days**</b>	<b>Hours</b>	<b>Range</b>	<b>Effec. Date</b>
CIA Aide	1	M	182	3.92	B	September 2020
CIA Aide	1	AM	182	3.83	B	September 2020
SEPHA Aide	1	BC	182	5.75	C	September 2020

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](http://www.edjoin.org)** and an **updated resume (optional but recommended)**, no later than 3:00 P.M September 10, 2020. 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**