**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 Days Hours Range Effec. Date**

Special Ed 1 AM 182 3.92 C April 2018

Preschool Aide

CIA Aide 1 AM 182 5.08 B April 2018

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 March 27, 2018. Employee applicants may include documents of preference from his/her personnel file.

\*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**