

SCHOOL DISTRICT NO. 21 OF MARICOPA COUNTY, ARIZONA
MURPHY ELEMENTARY SCHOOLS
www.msdez.org

PLEASE POST

INTERNAL/EXTERNAL	CLASSIFIED STAFF	VACANCY	FEBRUARY 1, 2012
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The positions listed below are open at Murphy Elementary School District No. 21. Applicants outside of the District must complete an application only at the Human Resources Department, 2615 W. Buckeye Road, Phoenix, AZ 85009.

District Employees must submit a Personnel Action Request (PAR) with the immediate supervisor's signature to Human Resources.

	Position	Months/Yr	Hourly Rate	Effective Date
EFFECTIVE 2011/2012 SCHOOL YEAR				

(1) One	<u>Early Childhood Caseworker</u> Experience working in the field of Early Childhood Education/ Development. *First Things First Grant - Contingent upon funding. *for remainder of the school year through May 2012	FT 35 hrs/wk	*9.5	\$14.85 - \$16.52	Immediate
(1) One	<u>Instructional Assistant H.Q./Bus Aide - Special Education</u> Assistant must be Highly Qualified; Associates Degree; 60 College Credits or Paraprofessional Certificate	FT 35 hrs wk	10	\$10.71 - \$12.85	
(1) One	<u>Instructional Assistant H.Q., Student Specific - Special Education</u> Assistant must be Highly Qualified; Associates Degree; 60 College Credits or Paraprofessional Certificate.	FT 30 hrs/wk	10	\$10.71 - \$12.85	Immediate
(1) One	<u>Student Registrar/Secretary</u> 40 Hours Weekly; Full Time/benefits Computer experience; Microsoft Office	FT 40 hrs/wk	10	\$10.24-\$12.29	Immediate
(1) One	<u>Instructional Assistants H.Q.,</u> Assistants must be Highly Qualified; Associates Degree; 60 College Credits or Paraprofessional Certificate, Bilingual Spanish Preferred. For remainder of 2011-2012 School Year only	PT 20 hrs/wk	10	\$10.71 - \$12.85	Immediate
(1) One	<u>School Nurse - RN</u> current Arizona Nursing License Two years successful clinical nursing practice as a Registered Nurse. RN- BSN Evidence of six credit hours of coursework appropriate for school nurse. Valid Fingerprint Clearance Card. Valid AZ driver's license.	FT 40hrs/wk	10	Salary Range Nurse's Salary Schedule	Immediate
(1) One	<u>Instructional Assistant H.Q., Bilingual Spanish Preferred</u> Assistant must be Highly Qualified; Associates Degree; 60 College Credits or Paraprofessional Certificate	FT 32.5 hrs/wk	10	\$10.71 - \$12.85	Immediate
(2) Two	<u>Parent Outreach Liaison</u> High School Diploma required or equivalency certificate (GED) Associates Degree, CDA preferred. Bilingual Spanish required. Valid Arizona Driver's License. *First Things First Grant - Contingent Upon Funding for the remainder of the year - through May 2012	FT 35 hrs/wk	9.5	\$9.75	Immediate

CLOSING DATE: Open Until Filled

*EXCELLENT BENEFITS:	Major Medical	Dental	Life	Paid Employee Leave Days	Paid Holidays	Retirement
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SUBSTITUTE WORK ON CALL BASIS ONLY:

Substitute Custodial Worker \$ 9.36/hr

Substitute Food Service Worker \$ 8.22/hr

Substitute Teacher Assistant H.Q. \$10.71/hr / Bilingual Spanish

AN EQUAL OPPORTUNITY EMPLOYER

M/F/D

GOVERNING BOARD

Eric D. Buckmaster

William E. Grimes

Arthur V. Murillo

Raymond M. Rodriguez

Teri Swanson

