

PLEASE POST



AUGUST 29, 2017

EXISTING NON-INSTRUCTIONAL VACANCIES

HUMAN RESOURCES

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
 (The Nation's Largest Fully Accredited School System)
 APPLICANTS ARE USUALLY HIRED AT THE MINIMUM PAY GRADE
 Veterans Preference Available: <http://www.broward.k12.fl.us/nis/employment/veterans.html>
Broward County Public Schools Is An Equal Opportunity/Equal Access Employer

DEADLINE
DATE*
9/19/17

DEADLINE
DATE*
9/19/17

PLEASE POST

The School Board of Broward County, Florida, prohibits any policy or procedure which results in discrimination on the basis of age, color, disability, gender identity, gender expression, national origin, marital status, race, religion or sexual orientation. Individuals who wish to file a discrimination and/or harassment complaint may call the Director, EEO/ADA Compliance at 754-321-2150 or Teletype Machine (TTY) 754-321-2158. Individuals with disabilities requesting accommodations under the Americans with Disabilities Act (ADA) may call Equal Educational Opportunities (EEO) at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.

<u>POSITION</u>	<u>WORK LOCATION</u>	<u>QUALIFICATIONS</u>	<u>EFF. DATE * OF VACANCY</u>	<u>HARD COPY RESUME ONLY EMAILS WILL NOT BE CONSIDERED</u>
Teacher Assistant - Early Childhood Education (Infants/Toddlers) (\$12.50 per hour) (196 Day Calendar) (Grade 13) (8 hours per day) Position#: 80202750 Tracking#: NIS-28507 Location Number: 60341000	Bethune, Mary M. Elementary	<u>EDUCATION:</u> An earned associate's degree or higher in early childhood education from an accredited institution with a focus on infant and toddler development. <u>EXPERIENCE:</u> A minimum of two (2) years of demonstrated experience, within the last five (5) years, in working with children preferred. <u>ADDITIONAL QUALIFICATIONS:</u> If additional hours of continuing education are mandated by program funding source, they must be obtained within the required time frame for continuing active employment in the position. Computer skills as required for the position. Bilingual skills preferred. OR <u>EDUCATION:</u> Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program. Must hold and maintain a valid National Child Development Associate (CDA) credential with a focus on infant and toddler development. <u>EXPERIENCE:</u> A minimum of two (2) years of demonstrated experience, within the last five (5) years, in working with children preferred. <u>ADDITIONAL QUALIFICATIONS:</u> Achieve a passing score on the ParaPro Test, or other officially sanctioned standard tests, to demonstrate the ability to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate. If additional hours of continuing education are mandated by program funding source, they must be obtained within the required time frame for continuing active employment in the position. Six (6) earned semester hours in the area of Early Childhood Development is preferred. Computer skills as required for the position. Bilingual skills preferred.	9/19/2017	Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & Copy of Official Transcripts or National Child Development Associate (CDA) credential: Latosha Williams 2400 Meade Street Hollywood 33020
Child Care Monitor I (\$10.00 per hour) (4 hours per day) Position#: 80112837 Tracking#: NIS-28496 Location Number: 63461000	Eagle Point Elementary	<u>EDUCATION:</u> A standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program is required. <u>EXPERIENCE:</u> Any volunteer work, experience and/or training working with school age children in a group supervision setting is required. <u>ADDITIONAL REQUIREMENTS:</u> Within the 1st year must complete the BASCC Comprehensive Child Care Component I and II. In addition, at least 10 hours of approved BASCC Child Care training is required every year of employment. Computer skills required as needed for the position. Must be 18 years of age or older. OR Within the 1st year must complete the Florida Department of Children and Families (My Florida) three modules: Special Needs Appropriate Practices (SNP-10 hours), Understanding Developmentally Appropriate Practices (UDAP-5 hours) and School-Age Appropriate Practices (SAP - 5 hours) (a Preschool (PSP) certification is not acceptable). In addition, at least 10 hours of approved BASCC Child Care training is required every year of employment. Computer skills are required as needed for the position. Must be 18 years of age or older.	9/19/2017	Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Application, Resume & HS Diploma/GED to: Christine De Zayas-Fernandez 100 Indian Trace Weston 33326

***PRIOR TO APPLYING FOR ANY CLERICAL VACANCY THAT REQUIRES THE COMPUTER KEYBOARD SKILLS TEST, THE APPLICANT MUST BE QUALIFIED FOR THE POSITION THROUGH THE DISTRICT'S SPECIFIC COMPUTER KEYBOARD SKILLS TEST BEFORE VACANCY DEADLINE.**

To register for the computer keyboard test, visit our website: <http://www.broward.k12.fl.us/nis/employment/clerical.html>. Job descriptions may be viewed at: <http://www.broward.k12.fl.us/hris/index.html>

Applicants with academic training, high school diploma, or college degrees granted outside of the United States must submit a credential evaluation report including a statement of high school diploma/college degree equivalency.

For a list of acceptable foreign education credential services access www.naces.org.

*SELECTED CANDIDATES: Must provide official college transcripts if submitting for a position or required for the position.

**TIME AND PLACE OF INTERVIEW WILL BE DETERMINED BY THE PRINCIPAL/DEPARTMENT HEAD UPON RECEIPT OF APPLICANTS PHONE CALL OR RESUME

NON-INSTRUCTIONAL VACANCIES (Cont.)

DATE*

APPLICANTS ARE USUALLY HIRED AT THE MINIMUM PAY GRADE

DATE*

9/19/17

Veterans Preference Available: <http://www.broward.k12.fl.us/nis/employment/veterans.html>

9/19/17

<u>POSITIONS</u>	<u>WORK LOCATION</u>	<u>QUALIFICATIONS</u>	<u>EFF. DATE * OF VACANCY</u>	<u>HARD COPY RESUME ONLY EMAILS WILL NOT BE CONSIDERED</u>
Child Care Monitor I (\$10.00 per hour) (6 hours per day) Position#: 80173403 Tracking#: NIS-28489 Location Number: 60841000	McNab Elementary	<u>EDUCATION:</u> A standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program is required. <u>EXPERIENCE:</u> Any volunteer work, experience and/or training working with school age children in a group supervision setting is required. <u>ADDITIONAL REQUIREMENTS:</u> Within the 1st year must complete the BASCC Comprehensive Child Care Component I and II. In addition, at least 10 hours of approved BASCC Child Care training is required every year of employment. Computer skills required as needed for the position. Must be 18 years of age or older. OR Within the 1st year must complete the Florida Department of Children and Families (My Florida) three modules: Special Needs Appropriate Practices (SNP-10 hours), Understanding Developmentally Appropriate Practices (UDAP-5 hours) and School-Age Appropriate Practices (SAP – 5 hours) (a Preschool (PSP) certification is not acceptable). In addition, at least 10 hours of approved BASCC Child Care training is required every year of employment. Computer skills are required as needed for the position. Must be 18 years of age or older.	9/19/2017	Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Application, Resume & HS Diploma/GED to: Dorys Palacio 1350 SE 9 Avenue Pompano Beach 33060
Child Care Monitor I (\$10.00 per hour) Position#: 80186303 Tracking#: NIS-28473 Location Number: 62891000	Riverglades Elementary	<u>EDUCATION:</u> A standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program is required. <u>EXPERIENCE:</u> Any volunteer work, experience and/or training working with school age children in a group supervision setting is required. <u>ADDITIONAL REQUIREMENTS:</u> Within the 1st year must complete the BASCC Comprehensive Child Care Component I and II. In addition, at least 10 hours of approved BASCC Child Care training is required every year of employment. Computer skills required as needed for the position. Must be 18 years of age or older. OR Within the 1st year must complete the Florida Department of Children and Families (My Florida) three modules: Special Needs Appropriate Practices (SNP-10 hours), Understanding Developmentally Appropriate Practices (UDAP-5 hours) and School-Age Appropriate Practices (SAP – 5 hours) (a Preschool (PSP) certification is not acceptable). In addition, at least 10 hours of approved BASCC Child Care training is required every year of employment. Computer skills are required as needed for the position. Must be 18 years of age or older.	9/19/2017	Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Application, Resume & HS Diploma/GED to: Jo-Anne Misiewicz-Seltzer 7400 Parkside Drive Parkland 33067

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NON-INSTRUCTIONAL VACANCIES (Cont.)

APPLICANTS ARE USUALLY HIRED AT THE MINIMUM PAY GRADE

Veterans Preference Available: <http://www.broward.k12.fl.us/nis/employment/veterans.html>POSITIONSWORK LOCATIONQUALIFICATIONSEFF. DATE *
OF VACANCYHARD COPY RESUME ONLY
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Classroom Assistant - Pre-K/Pre-School
Exceptional Student Education (ESE)
(\$10.84 per hour)
(186 Day Calendar) (Grade 11)
(7.5 hours per day)
Position#: 80202715
Tracking#: NIS-28584
Location Number: 62961000

Chapel Trail Elementary

EDUCATION: An earned associates degree from an accredited institution, OR at least 60 semester hours of earned college credit from an accredited institution.

OR

EDUCATION: Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.

REQUIRED: Achieve a passing score on either the Para Pro Assessment Test or other officially sanctioned standard tests, which measure required reading and mathematics skills, to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate. The ability to interact and communicate effectively with children. Computer skills required as needed for the position.

ADDITIONAL REQUIREMENTS: If additional hours of continuing education are mandated by program funding source they must be obtained within the required timeframe for continuing active employment in the position.

PREFERENCES:

EXPERIENCE: Prior experience working with children.
Bilingual skills.

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

1. If assigned to a Pre-K/Pre-School Exceptional Student Education (ESE) classroom with (ESE) students, may provide assistance, as required, with activities of daily living which may include any or all of the following by:
 - a. assisting with personal hygiene and restroom functions, which may include diapering or catheterization.
 - b. providing mobility assistance including lifting, positioning or transferring student.
 - c. assisting with activities related to seizure control.
 - d. assisting with feeding needs, which may include suctioning.
 - e. assisting with adaptive equipment needs.
 - f. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills.

9/19/2017

Include tracking# with your cover letter/resume.
Current employees must provide personnel #.
Send Resume & Copy of Official Transcripts or High School Diploma/GED & Para Pro. Test Results to:
Teresa Lipkins
19595 Taft Street
Pembroke Pines 33029

***PRIOR TO APPLYING FOR ANY CLERICAL VACANCY THAT REQUIRES THE COMPUTER KEYBOARD SKILLS TEST, THE APPLICANT MUST BE QUALIFIED FOR THE POSITION THROUGH THE DISTRICT'S SPECIFIC COMPUTER KEYBOARD SKILLS TEST BEFORE VACANCY DEADLINE.**

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Classroom Assistant - Pre-K/Pre-School
Exceptional Student Education (ESE)
(\$10.84 per hour)
(186 Day Calendar) (Grade 11)
(7.5 hours per day)
Position#: 80202716
Tracking#: NIS-28585
Location Number: 62961000

Chapel Trail Elementary

EDUCATION: An earned associates degree from an accredited institution, OR at least 60 semester hours of earned college credit from an accredited institution.

OR

EDUCATION: Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.

REQUIRED: Achieve a passing score on either the Para Pro Assessment Test or other officially sanctioned standard tests, which measure required reading and mathematics skills, to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate. The ability to interact and communicate effectively with children. Computer skills required as needed for the position.

ADDITIONAL REQUIREMENTS: If additional hours of continuing education are mandated by program funding source they must be obtained within the required timeframe for continuing active employment in the position.

PREFERENCES:

EXPERIENCE: Prior experience working with children.
Bilingual skills.

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

1. If assigned to a Pre-K/Pre-School Exceptional Student Education (ESE) classroom with (ESE) students, may provide assistance, as required, with activities of daily living which may include any or all of the following by:
 - a. assisting with personal hygiene and restroom functions, which may include diapering or catheterization.
 - b. providing mobility assistance including lifting, positioning or transferring student.
 - c. assisting with activities related to seizure control.
 - d. assisting with feeding needs, which may include suctioning.
 - e. assisting with adaptive equipment needs.
 - f. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills.

9/19/2017

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Send Resume & Copy of Official Transcripts or High School Diploma/GED & Para Pro. Test Results to:
Teresa Lipkins
19595 Taft Street
Pembroke Pines 33029

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Veterans Preference Available: <http://www.broward.k12.fl.us/nis/employment/veterans.html>**POSITIONS****WORK LOCATION****QUALIFICATIONS****EFF. DATE *
OF VACANCY** **HARD COPY RESUME ONLY
EMAILS WILL NOT BE CONSIDERED**

Classroom Assistant - Pre-K/Pre-School
Exceptional Student Education (ESE)
(\$10.84 per hour)
(186 Day Calendar) (Grade 11)
(7.5 hours per day)
Position#: 80150988
Tracking#: NIS-28569
Location Number: 61761000

Hollywood Park Elementary

EDUCATION: An earned associates degree from an accredited institution, OR at least 60 semester hours of earned college credit from an accredited institution.

OR

EDUCATION: Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.

REQUIRED: Achieve a passing score on either the Para Pro Assessment Test or other officially sanctioned standard tests, which measure required reading and mathematics skills, to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate. The ability to interact and communicate effectively with children. Computer skills required as needed for the position.

ADDITIONAL REQUIREMENTS: If additional hours of continuing education are mandated by program funding source they must be obtained within the required timeframe for continuing active employment in the position.

PREFERENCES:

EXPERIENCE: Prior experience working with children.
Bilingual skills.

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

1. If assigned to a Pre-K/Pre-School Exceptional Student Education (ESE) classroom with (ESE) students, may provide assistance, as required, with activities of daily living which may include any or all of the following by:
 - a. assisting with personal hygiene and restroom functions, which may include diapering or catheterization.
 - b. providing mobility assistance including lifting, positioning or transferring student.
 - c. assisting with activities related to seizure control.
 - d. assisting with feeding needs, which may include suctioning.
 - e. assisting with adaptive equipment needs.
 - f. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills.

9/19/2017

Include tracking# with your cover letter/resume.
Current employees must provide personnel #.
Send Resume & Copy of Official Transcripts or
High School Diploma/GED & Para Pro. Test
Results to:
Mari Menendez
901 N 69 Way
Hollywood 33024

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NON-INSTRUCTIONAL VACANCIES (Cont.)

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Veterans Preference Available: <http://www.broward.k12.fl.us/nis/employment/veterans.html>POSITIONSWORK LOCATIONQUALIFICATIONSEFF. DATE *
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Classroom Assistant, K-12/Exceptional Student Education (ESE)
(\$10.84 per hour)
(186 Day Calendar) (Grade 11)
(7 hours per day)
Position#: 80196930
Tracking#: NIS-28578
Location Number: 60361000

Blanche Ely High

EDUCATION: An earned associates degree from an accredited institution OR at least 60 semester hours of earned college credit from an accredited institution.

OR

EDUCATION: Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.

REQUIRED: Achieve a passing score on either the Para Pro Assessment Test or other officially sanctioned standard tests, which measure required reading and mathematics skills, to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate.

ADDITIONAL REQUIREMENT: The ability to interact and communicate effectively with children. Bilingual skills preferred. Computer skills required as needed for the position.

PREFERENCES:

EXPERIENCE: Prior experience working with children preferred.

PREFERRED: Bilingual skills.

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

1. If assigned to ESE classroom with ESE students, may provide assistance, as required with activities of daily living which may include any or all of the following by:

- a. assisting with personal hygiene and restroom functions, which may include diapering or catheterization.
- b. providing mobility assistance including lifting, positioning or transferring student.
- c. assisting with activities related to seizure control.
- d. assisting with feeding needs, which may include suctioning.
- e. assisting with adaptive equipment needs.
- f. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills.

9/19/2017

Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & Copy of Official Transcripts or High School Diploma/GED & Para Pro. Test Results to:
Karlton Johnson
1201 NW 6 Avenue
Pompano Beach 33060

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Classroom Assistant, K-12/Exceptional Student Education (ESE)
(\$10.84 per hour)
(186 Day Calendar) (Grade 11)
(7 hours per day)
Position#: 80179354
Tracking#: NIS-28559
Location Number: 60911000

Deerfield Beach Middle

EDUCATION: An earned associates degree from an accredited institution OR at least 60 semester hours of earned college credit from an accredited institution.

OR

EDUCATION: Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.

REQUIRED: Achieve a passing score on either the Para Pro Assessment Test or other officially sanctioned standard tests, which measure required reading and mathematics skills, to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate.

ADDITIONAL REQUIREMENT: The ability to interact and communicate effectively with children. Bilingual skills preferred. Computer skills required as needed for the position.

PREFERENCES:

EXPERIENCE: Prior experience working with children preferred.

PREFERRED: Bilingual skills.

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

1. If assigned to ESE classroom with ESE students, may provide assistance, as required with activities of daily living which may include any or all of the following by:

- a. assisting with personal hygiene and restroom functions, which may include diapering or catheterization.
- b. providing mobility assistance including lifting, positioning or transferring student.
- c. assisting with activities related to seizure control.
- d. assisting with feeding needs, which may include suctioning.
- e. assisting with adaptive equipment needs.
- f. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills.

9/19/2017

Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & Copy of Official Transcripts or High School Diploma/GED & Para Pro. Test Results to:
Francine Baugh
701 SE 6 Avenue
Deerfield Beach 33441

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Classroom Assistant, K-12/Exceptional Student Education (ESE) (\$10.84 per hour) (186 Day Calendar) (Grade 11) (7.5 hours per day)
Position#: 80160125
Tracking#: NIS-28536
Location Number: 63191000

Embassy Creek Elementary

EDUCATION: An earned associates degree from an accredited institution OR at least 60 semester hours of earned college credit from an accredited institution.

OR

EDUCATION: Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.

REQUIRED: Achieve a passing score on either the Para Pro Assessment Test or other officially sanctioned standard tests, which measure required reading and mathematics skills, to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate.

ADDITIONAL REQUIREMENT: The ability to interact and communicate effectively with children. Bilingual skills preferred. Computer skills required as needed for the position.

PREFERENCES:

EXPERIENCE: Prior experience working with children preferred.

PREFERRED: Bilingual skills.

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

1. If assigned to ESE classroom with ESE students, may provide assistance, as required with activities of daily living which may include any or all of the following by:

- a. assisting with personal hygiene and restroom functions, which may include diapering or catheterization.
- b. providing mobility assistance including lifting, positioning or transferring student.
- c. assisting with activities related to seizure control.
- d. assisting with feeding needs, which may include suctioning.
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- f. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills.

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Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & Copy of Official Transcripts or High School Diploma/GED & Para Pro. Test Results to:
Robert Becker
10905 SE Lake Boulevard
Cooper City 33026

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NON-INSTRUCTIONAL VACANCIES (Cont.)

APPLICANTS ARE USUALLY HIRED AT THE MINIMUM PAY GRADE

Veterans Preference Available: <http://www.broward.k12.fl.us/nis/employment/veterans.html>POSITIONSWORK LOCATIONQUALIFICATIONSEFF. DATE *
OF VACANCYHARD COPY RESUME ONLY
EMAILS WILL NOT BE CONSIDERED

Classroom Assistant, K-12/Exceptional Student Education (ESE)
(\$10.84 per hour)
(186 Day Calendar) (Grade 11)
(7 hours per day)
Position#: 80150760
Tracking#: NIS-28313
Location Number: 63642000

Gator Run Elementary

EDUCATION: An earned associates degree from an accredited institution OR at least 60 semester hours of earned college credit from an accredited institution.

OR

EDUCATION: Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.

REQUIRED: Achieve a passing score on either the Para Pro Assessment Test or other officially sanctioned standard tests, which measure required reading and mathematics skills, to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate.

ADDITIONAL REQUIREMENT: The ability to interact and communicate effectively with children. Bilingual skills preferred. Computer skills required as needed for the position.

PREFERENCES:

EXPERIENCE: Prior experience working with children preferred.

PREFERRED: Bilingual skills.

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

1. If assigned to ESE classroom with ESE students, may provide assistance, as required with activities of daily living which may include any or all of the following by:

- a. assisting with personal hygiene and restroom functions, which may include diapering or catheterization.
- b. providing mobility assistance including lifting, positioning or transferring student.
- c. assisting with activities related to seizure control.
- d. assisting with feeding needs, which may include suctioning.
- e. assisting with adaptive equipment needs.
- f. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills.

9/19/2017

Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & Copy of Official Transcripts or High School Diploma/GED & Para Pro. Test Results to:
Keith Peters
1101 Arvida Parkway
Weston 33326

***PRIOR TO APPLYING FOR ANY CLERICAL VACANCY THAT REQUIRES THE COMPUTER KEYBOARD SKILLS TEST, THE APPLICANT MUST BE QUALIFIED FOR THE POSITION THROUGH THE DISTRICT'S SPECIFIC COMPUTER KEYBOARD SKILLS TEST BEFORE VACANCY DEADLINE.**

To register for the computer keyboard test, visit our website: <http://www.broward.k12.fl.us/nis/employment/clerical.html>. Job descriptions may be viewed at: <http://www.broward.k12.fl.us/hris/index.html>

Applicants with academic training, high school diploma, or college degrees granted outside of the United States must submit a credential evaluation report including a statement of high school diploma/college degree equivalency.

For a list of acceptable foreign education credential services access www.naces.org.

*SELECTED CANDIDATES: Must provide official college transcripts if submitting for a position or required for the position.

**TIME AND PLACE OF INTERVIEW WILL BE DETERMINED BY THE PRINCIPAL/DEPARTMENT HEAD UPON RECEIPT OF APPLICANTS PHONE CALL OR RESUME

<u>POSITIONS</u>	<u>WORK LOCATION</u>	<u>QUALIFICATIONS</u>	<u>EFF. DATE * OF VACANCY</u>	<u>HARD COPY RESUME ONLY EMAILS WILL NOT BE CONSIDERED</u>
Classroom Assistant, K-12/Exceptional Student Education (ESE) (\$10.84 per hour) (186 Day Calendar) (Grade 11) (7 hours per day) Position#: 80202709 Tracking#: NIS-28533 Location Number: 62851000	Griffin Elementary	<p><u>EDUCATION:</u> An earned associates degree from an accredited institution OR at least 60 semester hours of earned college credit from an accredited institution.</p> <p>OR</p> <p><u>EDUCATION:</u> Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.</p> <p><u>REQUIRED:</u> Achieve a passing score on either the Para Pro Assessment Test or other officially sanctioned standard tests, which measure required reading and mathematics skills, to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate.</p> <p><u>ADDITIONAL REQUIREMENT:</u> The ability to interact and communicate effectively with children. Bilingual skills preferred. Computer skills required as needed for the position.</p> <p><u>PREFERENCES:</u> <u>EXPERIENCE:</u> Prior experience working with children preferred. <u>PREFERRED:</u> Bilingual skills.</p> <p><u>ESSENTIAL PERFORMANCE RESPONSIBILITIES:</u></p> <p>1. If assigned to ESE classroom with ESE students, may provide assistance, as required with activities of daily living which may include any or all of the following by:</p> <ol style="list-style-type: none"> assisting with personal hygiene and restroom functions, which may include diapering or catheterization. providing mobility assistance including lifting, positioning or transferring student. assisting with activities related to seizure control. assisting with feeding needs, which may include suctioning. assisting with adaptive equipment needs. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills. 	9/19/2017	Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & Copy of Official Transcripts or High School Diploma/GED & Para Pro. Test Results to: Gail Silig 5050 SW 116 Avenue Cooper City 33330

PRIOR TO APPLYING FOR ANY CLERICAL VACANCY THAT REQUIRES THE COMPUTER KEYBOARD SKILLS TEST, THE APPLICANT MUST BE QUALIFIED FOR THE POSITION THROUGH THE DISTRICT'S SPECIFIC COMPUTER KEYBOARD SKILLS TEST BEFORE VACANCY DEADLINE.**To register for the computer keyboard test, visit our website: <http://www.broward.k12.fl.us/nis/employment/clerical.html>. Job descriptions may be viewed at: <http://www.broward.k12.fl.us/hris/index.html>Applicants with academic training, high school diploma, or college degrees granted outside of the United States must submit a credential evaluation report including a statement of high school diploma/college degree equivalency.For a list of acceptable foreign education credential services access www.naces.org.SELECTED CANDIDATES: Must provide official college transcripts if submitting for a position or required for the position.******TIME AND PLACE OF INTERVIEW WILL BE DETERMINED BY THE PRINCIPAL/DEPARTMENT HEAD UPON RECEIPT OF APPLICANTS PHONE CALL OR RESUME**

NON-INSTRUCTIONAL VACANCIES (Cont.)

APPLICANTS ARE USUALLY HIRED AT THE MINIMUM PAY GRADE

Veterans Preference Available: <http://www.broward.k12.fl.us/nis/employment/veterans.html>

<u>POSITIONS</u>	<u>WORK LOCATION</u>	<u>QUALIFICATIONS</u>	<u>EFF. DATE * OF VACANCY</u>	<u>HARD COPY RESUME ONLY EMAILS WILL NOT BE CONSIDERED</u>
Classroom Assistant, K-12/Exceptional Student Education (ESE) (\$10.84 per hour) (186 Day Calendar) (Grade 11) Position#: 80202708 Tracking#: NIS-28531 Location Number: 60121000	Hollywood Central Elementary	<p><u>EDUCATION:</u> An earned associates degree from an accredited institution OR at least 60 semester hours of earned college credit from an accredited institution.</p> <p>OR</p> <p><u>EDUCATION:</u> Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.</p> <p><u>REQUIRED:</u> Achieve a passing score on either the Para Pro Assessment Test or other officially sanctioned standard tests, which measure required reading and mathematics skills, to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate.</p> <p><u>ADDITIONAL REQUIREMENT:</u> The ability to interact and communicate effectively with children. Bilingual skills preferred. Computer skills required as needed for the position.</p> <p><u>PREFERENCES:</u></p> <p><u>EXPERIENCE:</u> Prior experience working with children preferred.</p> <p><u>PREFERRED:</u> Bilingual skills.</p> <p><u>ESSENTIAL PERFORMANCE RESPONSIBILITIES:</u></p> <p>1. If assigned to ESE classroom with ESE students, may provide assistance, as required with activities of daily living which may include any or all of the following by:</p> <ul style="list-style-type: none"> a. assisting with personal hygiene and restroom functions, which may include diapering or catheterization. b. providing mobility assistance including lifting, positioning or transferring student. c. assisting with activities related to seizure control. d. assisting with feeding needs, which may include suctioning. e. assisting with adaptive equipment needs. f. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills. 	9/19/2017	Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & Copy of Official Transcripts or High School Diploma/GED & Para Pro. Test Results to: Delicia Decembert 1700 Monroe Street Hollywood 33020

PRIOR TO APPLYING FOR ANY CLERICAL VACANCY THAT REQUIRES THE COMPUTER KEYBOARD SKILLS TEST, THE APPLICANT MUST BE QUALIFIED FOR THE POSITION THROUGH THE DISTRICT'S SPECIFIC COMPUTER KEYBOARD SKILLS TEST BEFORE VACANCY DEADLINE.**To register for the computer keyboard test, visit our website: <http://www.broward.k12.fl.us/nis/employment/clerical.html>. Job descriptions may be viewed at: <http://www.broward.k12.fl.us/hris/index.html>Applicants with academic training, high school diploma, or college degrees granted outside of the United States must submit a credential evaluation report including a statement of high school diploma/college degree equivalency.For a list of acceptable foreign education credential services access www.naces.org.SELECTED CANDIDATES: Must provide official college transcripts if submitting for a position or required for the position.******TIME AND PLACE OF INTERVIEW WILL BE DETERMINED BY THE PRINCIPAL/DEPARTMENT HEAD UPON RECEIPT OF APPLICANTS PHONE CALL OR RESUME**

<u>POSITIONS</u>	<u>WORK LOCATION</u>	<u>QUALIFICATIONS</u>	<u>EFF. DATE * OF VACANCY</u>	<u>HARD COPY RESUME ONLY EMAILS WILL NOT BE CONSIDERED</u>
Classroom Assistant, K-12/Exceptional Student Education (ESE) (\$10.84 per hour) (186 Day Calendar) (Grade 11) Position#: 80142917 Tracking#: NIS-28567 Location Number: 61761000	Hollywood Park Elementary	<p><u>EDUCATION:</u> An earned associates degree from an accredited institution OR at least 60 semester hours of earned college credit from an accredited institution.</p> <p>OR</p> <p><u>EDUCATION:</u> Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.</p> <p><u>REQUIRED:</u> Achieve a passing score on either the Para Pro Assessment Test or other officially sanctioned standard tests, which measure required reading and mathematics skills, to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate.</p> <p><u>ADDITIONAL REQUIREMENT:</u> The ability to interact and communicate effectively with children. Bilingual skills preferred. Computer skills required as needed for the position.</p> <p><u>PREFERENCES:</u> <u>EXPERIENCE:</u> Prior experience working with children preferred. <u>PREFERRED:</u> Bilingual skills.</p> <p><u>ESSENTIAL PERFORMANCE RESPONSIBILITIES:</u></p> <ol style="list-style-type: none"> 1. If assigned to ESE classroom with ESE students, may provide assistance, as required with activities of daily living which may include any or all of the following by: <ol style="list-style-type: none"> a. assisting with personal hygiene and restroom functions, which may include diapering or catheterization. b. providing mobility assistance including lifting, positioning or transferring student. c. assisting with activities related to seizure control. d. assisting with feeding needs, which may include suctioning. e. assisting with adaptive equipment needs. f. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills. 	9/19/2017	<p>Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & Copy of Official Transcripts or High School Diploma/GED & Para Pro. Test Results to: Mari Menendez 901 N 69 Way Hollywood 33024</p>

***PRIOR TO APPLYING FOR ANY CLERICAL VACANCY THAT REQUIRES THE COMPUTER KEYBOARD SKILLS TEST, THE APPLICANT MUST BE QUALIFIED FOR THE POSITION THROUGH THE DISTRICT'S SPECIFIC COMPUTER KEYBOARD SKILLS TEST BEFORE VACANCY DEADLINE.**

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*SELECTED CANDIDATES: Must provide official college transcripts if submitting for a position or required for the position.

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NON-INSTRUCTIONAL VACANCIES (Cont.)

APPLICANTS ARE USUALLY HIRED AT THE MINIMUM PAY GRADE

Veterans Preference Available: <http://www.broward.k12.fl.us/nis/employment/veterans.html>**POSITIONS****WORK LOCATION****QUALIFICATIONS****EFF. DATE *
OF VACANCY****HARD COPY RESUME ONLY
EMAILS WILL NOT BE CONSIDERED**

Classroom Assistant, K-12/Exceptional Student Education (ESE)
(\$10.84 per hour)
(186 Day Calendar) (Grade 11)
(7.5 hours per day)
Position#: 80189479
Tracking#: NIS-28503
Location Number: 60761000

Meadowbrook Elementary

EDUCATION: An earned associates degree from an accredited institution OR at least 60 semester hours of earned college credit from an accredited institution.

OR

EDUCATION: Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.

REQUIRED: Achieve a passing score on either the Para Pro Assessment Test or other officially sanctioned standard tests, which measure required reading and mathematics skills, to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate.

ADDITIONAL REQUIREMENT: The ability to interact and communicate effectively with children. Bilingual skills preferred. Computer skills required as needed for the position.

PREFERENCES:

EXPERIENCE: Prior experience working with children preferred.

PREFERRED: Bilingual skills.

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

1. If assigned to ESE classroom with ESE students, may provide assistance, as required with activities of daily living which may include any or all of the following by:

- a. assisting with personal hygiene and restroom functions, which may include diapering or catheterization.
- b. providing mobility assistance including lifting, positioning or transferring student.
- c. assisting with activities related to seizure control.
- d. assisting with feeding needs, which may include suctioning.
- e. assisting with adaptive equipment needs.
- f. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills.

9/19/2017

Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & Copy of Official Transcripts or High School Diploma/GED & Para Pro. Test Results to:
Matthew Whaley
2300 SW 46 Avenue
Fort Lauderdale 33317

***PRIOR TO APPLYING FOR ANY CLERICAL VACANCY THAT REQUIRES THE COMPUTER KEYBOARD SKILLS TEST, THE APPLICANT MUST BE QUALIFIED FOR THE POSITION THROUGH THE DISTRICT'S SPECIFIC COMPUTER KEYBOARD SKILLS TEST BEFORE VACANCY DEADLINE.**

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*SELECTED CANDIDATES: Must provide official college transcripts if submitting for a position or required for the position.

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NON-INSTRUCTIONAL VACANCIES (Cont.)

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Veterans Preference Available: <http://www.broward.k12.fl.us/nis/employment/veterans.html>

<u>POSITIONS</u>	<u>WORK LOCATION</u>	<u>QUALIFICATIONS</u>	<u>EFF. DATE * OF VACANCY</u>	<u>HARD COPY RESUME ONLY EMAILS WILL NOT BE CONSIDERED</u>
Classroom Assistant, K-12/Exceptional Student Education (ESE) (\$10.84 per hour) (186 Day Calendar) (Grade 11) (7 hours per day) Position#: 80174873 Tracking#: NIS-28579 Location Number: 61321000	Sheridan Park Elementary	<u>EDUCATION:</u> An earned associates degree from an accredited institution OR at least 60 semester hours of earned college credit from an accredited institution. OR <u>EDUCATION:</u> Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program. <u>REQUIRED:</u> Achieve a passing score on either the Para Pro Assessment Test or other officially sanctioned standard tests, which measure required reading and mathematics skills, to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate. <u>ADDITIONAL REQUIREMENT:</u> The ability to interact and communicate effectively with children. Bilingual skills preferred. Computer skills required as needed for the position. <u>PREFERENCES:</u> <u>EXPERIENCE:</u> Prior experience working with children preferred. <u>PREFERRED:</u> Bilingual skills. <u>ESSENTIAL PERFORMANCE RESPONSIBILITIES:</u> 1. If assigned to ESE classroom with ESE students, may provide assistance, as required with activities of daily living which may include any or all of the following by: a. assisting with personal hygiene and restroom functions, which may include diapering or catheterization. b. providing mobility assistance including lifting, positioning or transferring student. c. assisting with activities related to seizure control. d. assisting with feeding needs, which may include suctioning. e. assisting with adaptive equipment needs. f. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills.	9/19/2017	Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & Copy of Official Transcripts or High School Diploma/GED & Para Pro. Test Results to: Jacqueline Carro 2310 N 70 Terrace Hollywood 33024
Classroom Assistant, K-12/Exceptional Student Education (ESE) (\$10.84 per hour) (186 Day Calendar) (Grade 11) (7.5 hours per day) Position#: 80087532 Tracking#: NIS-28383 Location Number: 63481000	Tradewinds Elementary	<u>EDUCATION:</u> Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program. <u>EXPERIENCE:</u> Experience with Exceptional Student Education Program desirable. <u>SPECIAL QUALIFICATIONS:</u> The ability to interact and communicate effectively with children.	9/19/2017	Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & HS Diploma/GED to: Michael Breslaw 5400 Johnson Road Coconut Creek 33073

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*SELECTED CANDIDATES: Must provide official college transcripts if submitting for a position or required for the position.

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<u>POSITIONS</u>	<u>WORK LOCATION</u>	<u>QUALIFICATIONS</u>	<u>EFF. DATE * OF VACANCY</u>	<u>HARD COPY RESUME ONLY EMAILS WILL NOT BE CONSIDERED</u>
Teacher Assistant, Bilingual (\$12.50 per hour) (186 Day Calendar) (Grade 13) (7.5 hours per day) Position#: 80191527 Tracking#: NIS-28571 Location Number: 62811000	Pinewood Elementary	<u>EDUCATION:</u> An earned associate degree from an accredited institution or at least 60 semester hours of earned college credit from an accredited institution. <u>REQUIRED:</u> Ability to speak, read and write English and the language representative of the targeted English Language Learners (ELLs) population(s). Sensitive to other cultures. Ability to work with students. Computer skills. OR <u>EDUCATION:</u> Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program. <u>REQUIRED:</u> Ability to speak, read and write English and the language representative of the targeted English Language Learners (ELLs) population(s). Sensitive to other cultures. Ability to work with students. Computer skills. Successful completion of the Teacher Assisting Curriculum at the designated technical college in the Broward County School District and achieve a passing score on the ParaPro Test, or other officially sanctioned standard tests, to demonstrate the ability to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate. Computer skills. PREFERENCES: <u>EXPERIENCE:</u> A minimum of two (2) years of demonstrated experience within the last five (5) years, in working with children preferred. <u>EDUCATION:</u> Six (6) earned semester hours in the area of Human Growth and Development is preferred. Bilingual skills preferred.	9/19/2017	Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & Copy of Official Transcripts to: Kicia Johnson 1600 SW 83 Avenue North Lauderdale 33068
Teacher Assistant, K-12/Exceptional Student Education (ESE) (\$12.50 per hour) (186 Day Calendar) (Grade 13) (7.5 hours per day) Position#: 80147686 Tracking#: NIS-28202 Location Number: 62011000	Coral Cove Elementary	<u>EDUCATION:</u> An earned associates degree from an accredited institution OR at least 60 semester hours of earned college credit from an accredited institution. OR <u>EDUCATION:</u> Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program. <u>REQUIRED:</u> Successful completion of the Teacher Assisting Curriculum at the designated technical college in the Broward County School District and achieve a passing score on the ParaPro Test, or other officially sanctioned standard tests to demonstrate the ability to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate. PREFERENCES: <u>EXPERIENCE:</u> A minimum of two (2) years of demonstrated experience within the last five (5) years, in working with children preferred. <u>EDUCATION:</u> Six (6) earned semester hours in the area of Human Growth and Development is preferred. Bilingual skills preferred. <u>ESSENTIAL PERFORMANCE RESPONSIBILITIES:</u> 1. If assigned to ESE classroom with ESE students, may provide assistance, as required with activities of daily living which may include any or all of the following by: a. assisting with personal hygiene and restroom functions, which may include diapering or catheterization. b. providing mobility assistance including lifting, positioning or transferring student. c. assisting with activities related to seizure control. d. assisting with feeding needs, which may include suctioning. e. assisting with adaptive equipment needs. f. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills.	9/19/2017	Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & Copy of Official Transcripts or Teacher Assist. Cert & Para Pro. Test Results to: Stephanie Saban 5100 SW 148th Avenue Miramar 33027

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*SELECTED CANDIDATES: Must provide official college transcripts if submitting for a position or required for the position.

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NON-INSTRUCTIONAL VACANCIES (Cont.)

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EMAILS WILL NOT BE CONSIDERED

Teacher Assistant, K-12/Exceptional Student Education (ESE)
(\$12.50 per hour)
(186 Day Calendar) (Grade 13)
(7 hours per day)
Position#: 80202706
Tracking#: NIS-28544
Location Number: 60011000

Deerfield Beach Elementary

EDUCATION: An earned associates degree from an accredited institution OR at least 60 semester hours of earned college credit from an accredited institution.

OR

EDUCATION: Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.

REQUIRED: Successful completion of the Teacher Assisting Curriculum at the designated technical college in the Broward County School District and achieve a passing score on the ParaPro Test, or other officially sanctioned standard tests to demonstrate the ability to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate.

PREFERENCES:

EXPERIENCE: A minimum of two (2) years of demonstrated experience within the last five (5) years, in working with children preferred.

EDUCATION: Six (6) earned semester hours in the area of Human Growth and Development is preferred. Bilingual skills preferred.

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

1. If assigned to ESE classroom with ESE students, may provide assistance, as required with activities of daily living which may include any or all of the following by:

- a. assisting with personal hygiene and restroom functions, which may include diapering or catheterization.
- b. providing mobility assistance including lifting, positioning or transferring student.
- c. assisting with activities related to seizure control.
- d. assisting with feeding needs, which may include suctioning.
- e. assisting with adaptive equipment needs.
- f. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills.

9/19/2017

Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & Copy of Official Transcripts or Teacher Assist. Cert & Para Pro. Test Results to: Andrew Gerlach
650 NE 1 Street
Deerfield Bch 33441

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*SELECTED CANDIDATES: Must provide official college transcripts if submitting for a position or required for the position.

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NON-INSTRUCTIONAL VACANCIES (Cont.)

APPLICANTS ARE USUALLY HIRED AT THE MINIMUM PAY GRADE

Veterans Preference Available: <http://www.broward.k12.fl.us/nis/employment/veterans.html>POSITIONSWORK LOCATIONQUALIFICATIONSEFF. DATE *
OF VACANCYHARD COPY RESUME ONLY
EMAILS WILL NOT BE CONSIDERED

Teacher Assistant, K-12/Exceptional Student Education (ESE) (\$12.50 per hour) (186 Day Calendar) (Grade 13) (7.5 hours per day)
Position#: 80199927
Tracking#: NIS-28576
Location Number: 60721000

Driftwood Elementary

EDUCATION: An earned associates degree from an accredited institution OR at least 60 semester hours of earned college credit from an accredited institution.

OR

EDUCATION: Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.

REQUIRED: Successful completion of the Teacher Assisting Curriculum at the designated technical college in the Broward County School District and achieve a passing score on the ParaPro Test, or other officially sanctioned standard tests to demonstrate the ability to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate.

PREFERENCES:

EXPERIENCE: A minimum of two (2) years of demonstrated experience within the last five (5) years, in working with children preferred.

EDUCATION: Six (6) earned semester hours in the area of Human Growth and Development is preferred. Bilingual skills preferred.

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

1. If assigned to ESE classroom with ESE students, may provide assistance, as required with activities of daily living which may include any or all of the following by:

- a. assisting with personal hygiene and restroom functions, which may include diapering or catheterization.
- b. providing mobility assistance including lifting, positioning or transferring student.
- c. assisting with activities related to seizure control.
- d. assisting with feeding needs, which may include suctioning.
- e. assisting with adaptive equipment needs.
- f. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills.

9/19/2017

Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & Copy of Official Transcripts or Teacher Assist. Cert & Para Pro. Test Results to: Marina Rashid
2700 NW 69 Avenue
Hollywood 33024

***PRIOR TO APPLYING FOR ANY CLERICAL VACANCY THAT REQUIRES THE COMPUTER KEYBOARD SKILLS TEST, THE APPLICANT MUST BE QUALIFIED FOR THE POSITION THROUGH THE DISTRICT'S SPECIFIC COMPUTER KEYBOARD SKILLS TEST BEFORE VACANCY DEADLINE.**

To register for the computer keyboard test, visit our website: <http://www.broward.k12.fl.us/nis/employment/clerical.html>. Job descriptions may be viewed at: <http://www.broward.k12.fl.us/hris/index.html>

Applicants with academic training, high school diploma, or college degrees granted outside of the United States must submit a credential evaluation report including a statement of high school diploma/college degree equivalency.

For a list of acceptable foreign education credential services access www.naces.org.

*SELECTED CANDIDATES: Must provide official college transcripts if submitting for a position or required for the position.

**TIME AND PLACE OF INTERVIEW WILL BE DETERMINED BY THE PRINCIPAL/DEPARTMENT HEAD UPON RECEIPT OF APPLICANTS PHONE CALL OR RESUME

NON-INSTRUCTIONAL VACANCIES (Cont.)

APPLICANTS ARE USUALLY HIRED AT THE MINIMUM PAY GRADE

Veterans Preference Available: <http://www.broward.k12.fl.us/nis/employment/veterans.html>POSITIONSWORK LOCATIONQUALIFICATIONSEFF. DATE *HARD COPY RESUME ONLYOF VACANCYEMAILS WILL NOT BE CONSIDERED

Teacher Assistant, K-12/Exceptional Student Education (ESE) (\$12.50 per hour) (186 Day Calendar) (Grade 13) (7.5 hours per day)
 Position#: 80197200
 Tracking#: NIS-28575
 Location Number: 63731000

Everglades High

EDUCATION: An earned associates degree from an accredited institution OR at least 60 semester hours of earned college credit from an accredited institution.

OR

EDUCATION: Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.

REQUIRED: Successful completion of the Teacher Assisting Curriculum at the designated technical college in the Broward County School District and achieve a passing score on the ParaPro Test, or other officially sanctioned standard tests to demonstrate the ability to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate.

PREFERENCES:

EXPERIENCE: A minimum of two (2) years of demonstrated experience within the last five (5) years, in working with children preferred.

EDUCATION: Six (6) earned semester hours in the area of Human Growth and Development is preferred. Bilingual skills preferred.

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

1. If assigned to ESE classroom with ESE students, may provide assistance, as required with activities of daily living which may include any or all of the following by:

- a. assisting with personal hygiene and restroom functions, which may include diapering or catheterization.
- b. providing mobility assistance including lifting, positioning or transferring student.
- c. assisting with activities related to seizure control.
- d. assisting with feeding needs, which may include suctioning.
- e. assisting with adaptive equipment needs.
- f. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills.

9/19/2017

Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & Copy of Official Transcripts or Teacher Assist. Cert & Para Pro. Test Results to: Haleh Darbar
 17100 SW 48 Court
 Miramar 33027

***PRIOR TO APPLYING FOR ANY CLERICAL VACANCY THAT REQUIRES THE COMPUTER KEYBOARD SKILLS TEST, THE APPLICANT MUST BE QUALIFIED FOR THE POSITION THROUGH THE DISTRICT'S SPECIFIC COMPUTER KEYBOARD SKILLS TEST BEFORE VACANCY DEADLINE.**

To register for the computer keyboard test, visit our website: <http://www.broward.k12.fl.us/nis/employment/clerical.html>. Job descriptions may be viewed at: <http://www.broward.k12.fl.us/hris/index.html>

Applicants with academic training, high school diploma, or college degrees granted outside of the United States must submit a credential evaluation report including a statement of high school diploma/college degree equivalency.

For a list of acceptable foreign education credential services access www.naces.org.

*SELECTED CANDIDATES: Must provide official college transcripts if submitting for a position or required for the position.

**TIME AND PLACE OF INTERVIEW WILL BE DETERMINED BY THE PRINCIPAL/DEPARTMENT HEAD UPON RECEIPT OF APPLICANTS PHONE CALL OR RESUME

NON-INSTRUCTIONAL VACANCIES (Cont.)

APPLICANTS ARE USUALLY HIRED AT THE MINIMUM PAY GRADE

Veterans Preference Available: <http://www.broward.k12.fl.us/nis/employment/veterans.html>

<u>POSITIONS</u>	<u>WORK LOCATION</u>	<u>QUALIFICATIONS</u>	<u>EFF. DATE * OF VACANCY</u>	<u>HARD COPY RESUME ONLY EMAILS WILL NOT BE CONSIDERED</u>
Teacher Assistant, K-12/Exceptional Student Education (ESE) (\$12.50 per hour) (186 Day Calendar) (Grade 13) (7.5 hours per day) Position#: 80143725 Tracking#: NIS-27981 Location Number: 63622000	Falcon Cove Middle	<p><u>EDUCATION:</u> An earned associates degree from an accredited institution OR at least 60 semester hours of earned college credit from an accredited institution.</p> <p>OR</p> <p><u>EDUCATION:</u> Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.</p> <p><u>REQUIRED:</u> Successful completion of the Teacher Assisting Curriculum at the designated technical college in the Broward County School District and achieve a passing score on the ParaPro Test, or other officially sanctioned standard tests to demonstrate the ability to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate.</p> <p>PREFERENCES:</p> <p><u>EXPERIENCE:</u> A minimum of two (2) years of demonstrated experience within the last five (5) years, in working with children preferred.</p> <p><u>EDUCATION:</u> Six (6) earned semester hours in the area of Human Growth and Development is preferred. Bilingual skills preferred.</p> <p><u>ESSENTIAL PERFORMANCE RESPONSIBILITIES:</u></p> <p>1. If assigned to ESE classroom with ESE students, may provide assistance, as required with activities of daily living which may include any or all of the following by:</p> <ul style="list-style-type: none"> a. assisting with personal hygiene and restroom functions, which may include diapering or catheterization. b. providing mobility assistance including lifting, positioning or transferring student. c. assisting with activities related to seizure control. d. assisting with feeding needs, which may include suctioning. e. assisting with adaptive equipment needs. f. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills. 	9/19/2017	Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & Copy of Official Transcripts or Teacher Assist. Cert & Para Pro. Test Results to: Mark Kaplan 4251 Bonaventure Boulevard Weston 33332

PRIOR TO APPLYING FOR ANY CLERICAL VACANCY THAT REQUIRES THE COMPUTER KEYBOARD SKILLS TEST, THE APPLICANT MUST BE QUALIFIED FOR THE POSITION THROUGH THE DISTRICT'S SPECIFIC COMPUTER KEYBOARD SKILLS TEST BEFORE VACANCY DEADLINE.**To register for the computer keyboard test, visit our website: <http://www.broward.k12.fl.us/nis/employment/clerical.html>. Job descriptions may be viewed at: <http://www.broward.k12.fl.us/hris/index.html>Applicants with academic training, high school diploma, or college degrees granted outside of the United States must submit a credential evaluation report including a statement of high school diploma/college degree equivalency.For a list of acceptable foreign education credential services access www.naces.org.SELECTED CANDIDATES: Must provide official college transcripts if submitting for a position or required for the position.******TIME AND PLACE OF INTERVIEW WILL BE DETERMINED BY THE PRINCIPAL/DEPARTMENT HEAD UPON RECEIPT OF APPLICANTS PHONE CALL OR RESUME**

NON-INSTRUCTIONAL VACANCIES (Cont.)

APPLICANTS ARE USUALLY HIRED AT THE MINIMUM PAY GRADE

Veterans Preference Available: <http://www.broward.k12.fl.us/nis/employment/veterans.html>POSITIONSWORK LOCATIONQUALIFICATIONSEFF. DATE *
OF VACANCYHARD COPY RESUME ONLY
EMAILS WILL NOT BE CONSIDERED

Teacher Assistant, K-12/Exceptional
Student Education (ESE)
(\$12.50 per hour)
(186 Day Calendar) (Grade 13)
Position#: 80202705
Tracking#: NIS-28590
Location Number: 60111000

Hollywood Hills Elementary

EDUCATION: An earned associates degree from an accredited institution OR at least 60 semester hours of earned college credit from an accredited institution.

OR

EDUCATION: Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.

REQUIRED: Successful completion of the Teacher Assisting Curriculum at the designated technical college in the Broward County School District and achieve a passing score on the ParaPro Test, or other officially sanctioned standard tests to demonstrate the ability to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate.

PREFERENCES:

EXPERIENCE: A minimum of two (2) years of demonstrated experience within the last five (5) years, in working with children preferred.

EDUCATION: Six (6) earned semester hours in the area of Human Growth and Development is preferred. Bilingual skills preferred.

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

1. If assigned to ESE classroom with ESE students, may provide assistance, as required with activities of daily living which may include any or all of the following by:

- a. assisting with personal hygiene and restroom functions, which may include diapering or catheterization.
- b. providing mobility assistance including lifting, positioning or transferring student.
- c. assisting with activities related to seizure control.
- d. assisting with feeding needs, which may include suctioning.
- e. assisting with adaptive equipment needs.
- f. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills.

9/19/2017

Include tracking# with your cover letter/resume.
Current employees must provide personnel #.
Send Resume & Copy of Official Transcripts or
Teacher Assist. Cert & Para Pro. Test Results to:
John Fossas
3501 Taft Street
Hollywood 33021

***PRIOR TO APPLYING FOR ANY CLERICAL VACANCY THAT REQUIRES THE COMPUTER KEYBOARD SKILLS TEST, THE APPLICANT MUST BE QUALIFIED FOR THE POSITION THROUGH THE DISTRICT'S SPECIFIC COMPUTER KEYBOARD SKILLS TEST BEFORE VACANCY DEADLINE.**

To register for the computer keyboard test, visit our website: <http://www.broward.k12.fl.us/nis/employment/clerical.html>. Job descriptions may be viewed at: <http://www.broward.k12.fl.us/hris/index.html>

Applicants with academic training, high school diploma, or college degrees granted outside of the United States must submit a credential evaluation report including a statement of high school diploma/college degree equivalency.

For a list of acceptable foreign education credential services access www.naces.org.

*SELECTED CANDIDATES: Must provide official college transcripts if submitting for a position or required for the position.

**TIME AND PLACE OF INTERVIEW WILL BE DETERMINED BY THE PRINCIPAL/DEPARTMENT HEAD UPON RECEIPT OF APPLICANTS PHONE CALL OR RESUME

NON-INSTRUCTIONAL VACANCIES (Cont.)

APPLICANTS ARE USUALLY HIRED AT THE MINIMUM PAY GRADE

Veterans Preference Available: <http://www.broward.k12.fl.us/nis/employment/veterans.html>POSITIONSWORK LOCATIONQUALIFICATIONSEFF. DATE * OF VACANCY HARD COPY RESUME ONLY
EMAILS WILL NOT BE CONSIDERED

Teacher Assistant, K-12/Exceptional Student Education (ESE)
(\$12.50 per hour)
(186 Day Calendar) (Grade 13)
(7.5 hours per day)
Position#: 80181879
Tracking#: NIS-28154
Location Number: 60761000

Meadowbrook Elementary

EDUCATION: An earned associates degree from an accredited institution OR at least 60 semester hours of earned college credit from an accredited institution.

OR

EDUCATION: Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.

REQUIRED: Successful completion of the Teacher Assisting Curriculum at the designated technical college in the Broward County School District and achieve a passing score on the ParaPro Test, or other officially sanctioned standard tests to demonstrate the ability to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate.

PREFERENCES:

EXPERIENCE: A minimum of two (2) years of demonstrated experience within the last five (5) years, in working with children preferred.

EDUCATION: Six (6) earned semester hours in the area of Human Growth and Development is preferred. Bilingual skills preferred.

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

1. If assigned to ESE classroom with ESE students, may provide assistance, as required with activities of daily living which may include any or all of the following by:

- a. assisting with personal hygiene and restroom functions, which may include diapering or catheterization.
- b. providing mobility assistance including lifting, positioning or transferring student.
- c. assisting with activities related to seizure control.
- d. assisting with feeding needs, which may include suctioning.
- e. assisting with adaptive equipment needs.
- f. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills.

9/19/2017

Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & Copy of Official Transcripts or Teacher Assist. Cert & Para Pro. Test Results to: Matthew Whaley
2300 SW 46 Avenue
Fort Lauderdale 33317

***PRIOR TO APPLYING FOR ANY CLERICAL VACANCY THAT REQUIRES THE COMPUTER KEYBOARD SKILLS TEST, THE APPLICANT MUST BE QUALIFIED FOR THE POSITION THROUGH THE DISTRICT'S SPECIFIC COMPUTER KEYBOARD SKILLS TEST BEFORE VACANCY DEADLINE.**

To register for the computer keyboard test, visit our website: <http://www.broward.k12.fl.us/nis/employment/clerical.html>. Job descriptions may be viewed at: <http://www.broward.k12.fl.us/hris/index.html>

Applicants with academic training, high school diploma, or college degrees granted outside of the United States must submit a credential evaluation report including a statement of high school diploma/college degree equivalency.

For a list of acceptable foreign education credential services access www.naces.org.

*SELECTED CANDIDATES: Must provide official college transcripts if submitting for a position or required for the position.

**TIME AND PLACE OF INTERVIEW WILL BE DETERMINED BY THE PRINCIPAL/DEPARTMENT HEAD UPON RECEIPT OF APPLICANTS PHONE CALL OR RESUME

NON-INSTRUCTIONAL VACANCIES (Cont.)

APPLICANTS ARE USUALLY HIRED AT THE MINIMUM PAY GRADE

Veterans Preference Available: <http://www.broward.k12.fl.us/nis/employment/veterans.html>POSITIONSWORK LOCATIONQUALIFICATIONSEFF. DATE *
OF VACANCYHARD COPY RESUME ONLY
EMAILS WILL NOT BE CONSIDERED

Teacher Assistant, K-12/Exceptional Student Education (ESE)
(\$12.50 per hour)
(186 Day Calendar) (Grade 13)
(7.5 hours per day)
Position#: 80143699
Tracking#: NIS-28554
Location Number: 61841000

Mirror Lake Elementary

EDUCATION: An earned associates degree from an accredited institution OR at least 60 semester hours of earned college credit from an accredited institution.

OR

EDUCATION: Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.

REQUIRED: Successful completion of the Teacher Assisting Curriculum at the designated technical college in the Broward County School District and achieve a passing score on the ParaPro Test, or other officially sanctioned standard tests to demonstrate the ability to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate.

PREFERENCES:

EXPERIENCE: A minimum of two (2) years of demonstrated experience within the last five (5) years, in working with children preferred.

EDUCATION: Six (6) earned semester hours in the area of Human Growth and Development is preferred. Bilingual skills preferred.

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

1. If assigned to ESE classroom with ESE students, may provide assistance, as required with activities of daily living which may include any or all of the following by:

- a. assisting with personal hygiene and restroom functions, which may include diapering or catheterization.
- b. providing mobility assistance including lifting, positioning or transferring student.
- c. assisting with activities related to seizure control.
- d. assisting with feeding needs, which may include suctioning.
- e. assisting with adaptive equipment needs.
- f. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills.

9/19/2017

Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & Copy of Official Transcripts or Teacher Assist. Cert & Para Pro. Test Results to: Marlen Veliz
1200 NW 72 Avenue
Plantation 33313

***PRIOR TO APPLYING FOR ANY CLERICAL VACANCY THAT REQUIRES THE COMPUTER KEYBOARD SKILLS TEST, THE APPLICANT MUST BE QUALIFIED FOR THE POSITION THROUGH THE DISTRICT'S SPECIFIC COMPUTER KEYBOARD SKILLS TEST BEFORE VACANCY DEADLINE.**

To register for the computer keyboard test, visit our website: <http://www.broward.k12.fl.us/nis/employment/clerical.html>. Job descriptions may be viewed at: <http://www.broward.k12.fl.us/hris/index.html>

Applicants with academic training, high school diploma, or college degrees granted outside of the United States must submit a credential evaluation report including a statement of high school diploma/college degree equivalency.

For a list of acceptable foreign education credential services access www.naces.org.

*SELECTED CANDIDATES: Must provide official college transcripts if submitting for a position or required for the position.

**TIME AND PLACE OF INTERVIEW WILL BE DETERMINED BY THE PRINCIPAL/DEPARTMENT HEAD UPON RECEIPT OF APPLICANTS PHONE CALL OR RESUME

NON-INSTRUCTIONAL VACANCIES (Cont.)

APPLICANTS ARE USUALLY HIRED AT THE MINIMUM PAY GRADE

Veterans Preference Available: <http://www.broward.k12.fl.us/nis/employment/veterans.html>POSITIONSWORK LOCATIONQUALIFICATIONSEFF. DATE * OF VACANCY HARD COPY RESUME ONLY
EMAILS WILL NOT BE CONSIDERED

Teacher Assistant, K-12/Exceptional Student Education (ESE)
(\$12.50 per hour)
(186 Day Calendar) (Grade 13)
(7.5 hours per day)
Position#: 80185001
Tracking#: NIS-28529
Location Number: 63761000

Park Lakes Elementary

EDUCATION: An earned associates degree from an accredited institution OR at least 60 semester hours of earned college credit from an accredited institution.

OR

EDUCATION: Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.

REQUIRED: Successful completion of the Teacher Assisting Curriculum at the designated technical college in the Broward County School District and achieve a passing score on the ParaPro Test, or other officially sanctioned standard tests to demonstrate the ability to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate.

PREFERENCES:

EXPERIENCE: A minimum of two (2) years of demonstrated experience within the last five (5) years, in working with children preferred.

EDUCATION: Six (6) earned semester hours in the area of Human Growth and Development is preferred. Bilingual skills preferred.

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

1. If assigned to ESE classroom with ESE students, may provide assistance, as required with activities of daily living which may include any or all of the following by:

- a. assisting with personal hygiene and restroom functions, which may include diapering or catheterization.
- b. providing mobility assistance including lifting, positioning or transferring student.
- c. assisting with activities related to seizure control.
- d. assisting with feeding needs, which may include suctioning.
- e. assisting with adaptive equipment needs.
- f. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills.

9/19/2017

Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & Copy of Official Transcripts or Teacher Assist. Cert & Para Pro. Test Results to: Rhonda Parris
3925 North State Road 7
Lauderdale Lakes 33319

***PRIOR TO APPLYING FOR ANY CLERICAL VACANCY THAT REQUIRES THE COMPUTER KEYBOARD SKILLS TEST, THE APPLICANT MUST BE QUALIFIED FOR THE POSITION THROUGH THE DISTRICT'S SPECIFIC COMPUTER KEYBOARD SKILLS TEST BEFORE VACANCY DEADLINE.**

To register for the computer keyboard test, visit our website: <http://www.broward.k12.fl.us/nis/employment/clerical.html>. Job descriptions may be viewed at: <http://www.broward.k12.fl.us/hris/index.html>

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For a list of acceptable foreign education credential services access www.naces.org.

*SELECTED CANDIDATES: Must provide official college transcripts if submitting for a position or required for the position.

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NON-INSTRUCTIONAL VACANCIES (Cont.)

APPLICANTS ARE USUALLY HIRED AT THE MINIMUM PAY GRADE

Veterans Preference Available: <http://www.broward.k12.fl.us/nis/employment/veterans.html>POSITIONSWORK LOCATIONQUALIFICATIONSEFF. DATE * OF VACANCY HARD COPY RESUME ONLY
EMAILS WILL NOT BE CONSIDERED

Teacher Assistant, K-12/Exceptional Student Education (ESE)
(\$12.50 per hour)
(186 Day Calendar) (Grade 13)
(7 hours per day)
Position#: 80197907
Tracking#: NIS-28553
Location Number: 62891000

Riverglades Elementary

EDUCATION: An earned associates degree from an accredited institution OR at least 60 semester hours of earned college credit from an accredited institution.

OR

EDUCATION: Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.

REQUIRED: Successful completion of the Teacher Assisting Curriculum at the designated technical college in the Broward County School District and achieve a passing score on the ParaPro Test, or other officially sanctioned standard tests to demonstrate the ability to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate.

PREFERENCES:

EXPERIENCE: A minimum of two (2) years of demonstrated experience within the last five (5) years, in working with children preferred.

EDUCATION: Six (6) earned semester hours in the area of Human Growth and Development is preferred. Bilingual skills preferred.

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

1. If assigned to ESE classroom with ESE students, may provide assistance, as required with activities of daily living which may include any or all of the following by:

- a. assisting with personal hygiene and restroom functions, which may include diapering or catheterization.
- b. providing mobility assistance including lifting, positioning or transferring student.
- c. assisting with activities related to seizure control.
- d. assisting with feeding needs, which may include suctioning.
- e. assisting with adaptive equipment needs.
- f. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills.

9/19/2017

Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & Copy of Official Transcripts or Teacher Assist. Cert & Para Pro. Test Results to: Jo-Anne Misiewicz-Seltzer
7400 Parkside Drive
Parkland 33067

***PRIOR TO APPLYING FOR ANY CLERICAL VACANCY THAT REQUIRES THE COMPUTER KEYBOARD SKILLS TEST, THE APPLICANT MUST BE QUALIFIED FOR THE POSITION THROUGH THE DISTRICT'S SPECIFIC COMPUTER KEYBOARD SKILLS TEST BEFORE VACANCY DEADLINE.**

To register for the computer keyboard test, visit our website: <http://www.broward.k12.fl.us/nis/employment/clerical.html>. Job descriptions may be viewed at: <http://www.broward.k12.fl.us/hris/index.html>

Applicants with academic training, high school diploma, or college degrees granted outside of the United States must submit a credential evaluation report including a statement of high school diploma/college degree equivalency.

For a list of acceptable foreign education credential services access www.naces.org.

*SELECTED CANDIDATES: Must provide official college transcripts if submitting for a position or required for the position.

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NON-INSTRUCTIONAL VACANCIES (Cont.)

APPLICANTS ARE USUALLY HIRED AT THE MINIMUM PAY GRADE

Veterans Preference Available: <http://www.broward.k12.fl.us/nis/employment/veterans.html>POSITIONSWORK LOCATIONQUALIFICATIONSEFF. DATE *
OF VACANCYHARD COPY RESUME ONLY
EMAILS WILL NOT BE CONSIDERED

Teacher Assistant, K-12/Exceptional
Student Education (ESE)
(\$12.50 per hour)
(186 Day Calendar) (Grade 13)
Position#: 80167611
Tracking#: NIS-28462
Location Number: 62351000

South Plantation High

EDUCATION: An earned associates degree from an accredited institution OR at least 60 semester hours of earned college credit from an accredited institution.

OR

EDUCATION: Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.

REQUIRED: Successful completion of the Teacher Assisting Curriculum at the designated technical college in the Broward County School District and achieve a passing score on the ParaPro Test, or other officially sanctioned standard tests to demonstrate the ability to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate.

PREFERENCES:

EXPERIENCE: A minimum of two (2) years of demonstrated experience within the last five (5) years, in working with children preferred.

EDUCATION: Six (6) earned semester hours in the area of Human Growth and Development is preferred. Bilingual skills preferred.

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

1. If assigned to ESE classroom with ESE students, may provide assistance, as required with activities of daily living which may include any or all of the following by:

- a. assisting with personal hygiene and restroom functions, which may include diapering or catheterization.
- b. providing mobility assistance including lifting, positioning or transferring student.
- c. assisting with activities related to seizure control.
- d. assisting with feeding needs, which may include suctioning.
- e. assisting with adaptive equipment needs.
- f. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills.

9/19/2017

Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & Copy of Official Transcripts or Teacher Assist. Cert & Para Pro. Test Results to: Christine Henschel
1300 Paladin Way
Plantation 33317

***PRIOR TO APPLYING FOR ANY CLERICAL VACANCY THAT REQUIRES THE COMPUTER KEYBOARD SKILLS TEST, THE APPLICANT MUST BE QUALIFIED FOR THE POSITION THROUGH THE DISTRICT'S SPECIFIC COMPUTER KEYBOARD SKILLS TEST BEFORE VACANCY DEADLINE.**

To register for the computer keyboard test, visit our website: <http://www.broward.k12.fl.us/nis/employment/clerical.html>. Job descriptions may be viewed at: <http://www.broward.k12.fl.us/hris/index.html>

Applicants with academic training, high school diploma, or college degrees granted outside of the United States must submit a credential evaluation report including a statement of high school diploma/college degree equivalency.

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*SELECTED CANDIDATES: Must provide official college transcripts if submitting for a position or required for the position.

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NON-INSTRUCTIONAL VACANCIES (Cont.)

APPLICANTS ARE USUALLY HIRED AT THE MINIMUM PAY GRADE

Veterans Preference Available: <http://www.broward.k12.fl.us/nis/employment/veterans.html>POSITIONSWORK LOCATIONQUALIFICATIONSEFF. DATE * OF VACANCY HARD COPY RESUME ONLY
EMAILS WILL NOT BE CONSIDERED

Teacher Assistant, K-12/Exceptional Student Education (ESE)
(\$12.50 per hour)
(186 Day Calendar) (Grade 13)
(7.5 hours per day)
Position#: 80202538
Tracking#: NIS-28593
Location Number: 61171000

Sunshine Elementary

EDUCATION: An earned associates degree from an accredited institution OR at least 60 semester hours of earned college credit from an accredited institution.

OR

EDUCATION: Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.

REQUIRED: Successful completion of the Teacher Assisting Curriculum at the designated technical college in the Broward County School District and achieve a passing score on the ParaPro Test, or other officially sanctioned standard tests to demonstrate the ability to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate.

PREFERENCES:

EXPERIENCE: A minimum of two (2) years of demonstrated experience within the last five (5) years, in working with children preferred.

EDUCATION: Six (6) earned semester hours in the area of Human Growth and Development is preferred. Bilingual skills preferred.

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

1. If assigned to ESE classroom with ESE students, may provide assistance, as required with activities of daily living which may include any or all of the following by:

- a. assisting with personal hygiene and restroom functions, which may include diapering or catheterization.
- b. providing mobility assistance including lifting, positioning or transferring student.
- c. assisting with activities related to seizure control.
- d. assisting with feeding needs, which may include suctioning.
- e. assisting with adaptive equipment needs.
- f. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills.

9/19/2017

Include tracking# with your cover letter/resume. Current employees must provide personnel #. Send Resume & Copy of Official Transcripts or Teacher Assist. Cert & Para Pro. Test Results to: Donna Aaron
7737 W Lasalle Boulevard
Miramar 33023

***PRIOR TO APPLYING FOR ANY CLERICAL VACANCY THAT REQUIRES THE COMPUTER KEYBOARD SKILLS TEST, THE APPLICANT MUST BE QUALIFIED FOR THE POSITION THROUGH THE DISTRICT'S SPECIFIC COMPUTER KEYBOARD SKILLS TEST BEFORE VACANCY DEADLINE.**

To register for the computer keyboard test, visit our website: <http://www.broward.k12.fl.us/nis/employment/clerical.html>. Job descriptions may be viewed at: <http://www.broward.k12.fl.us/hris/index.html>

Applicants with academic training, high school diploma, or college degrees granted outside of the United States must submit a credential evaluation report including a statement of high school diploma/college degree equivalency.

For a list of acceptable foreign education credential services access www.naces.org.

*SELECTED CANDIDATES: Must provide official college transcripts if submitting for a position or required for the position.

**TIME AND PLACE OF INTERVIEW WILL BE DETERMINED BY THE PRINCIPAL/DEPARTMENT HEAD UPON RECEIPT OF APPLICANTS PHONE CALL OR RESUME

NON-INSTRUCTIONAL VACANCIES (Cont.)

APPLICANTS ARE USUALLY HIRED AT THE MINIMUM PAY GRADE

Veterans Preference Available: <http://www.broward.k12.fl.us/nis/employment/veterans.html>POSITIONSWORK LOCATIONQUALIFICATIONSEFF. DATE * OF VACANCY **HARD COPY RESUME ONLY**
EMAILS WILL NOT BE CONSIDERED

Teacher Assistant, Pre-K/Pre-School
Exceptional Student Education (ESE)
(\$12.50 per hour)
(186 Day Calendar) (Grade 13)
(7.5 hours per day)
Position#: 80144218
Tracking#: NIS-28539
Location Number: 61781000

Cypress Elementary

EDUCATION: An earned Associates degree from an accredited institution, or at least 60 semester hours of earned college credit from an accredited institution.

OR

EDUCATION: Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.

REQUIRED: Successful completion of the Teacher Assisting Curriculum at the designated technical college in the Broward County School District and achieve a passing score on the ParaPro Test, or other officially sanctioned standard tests to demonstrate the ability to assist in instructing reading/language arts, writing, and mathematics; or reading readiness, writing readiness, and mathematics readiness, as appropriate.

If additional hours of continuing education are mandated by program funding source, they must be obtained within the required time frame for continuing active employment in the position.

PREFERENCES:

EXPERIENCE: A minimum of two (2) years of demonstrated experience, within the last five (5) years, in working with children preferred.

EDUCATION: Six (6) earned semester hours in the area of Human Growth and Development is preferred. Bilingual skills preferred.

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

1. If assigned to a Pre-K/Pre-School Exceptional Student Education (ESE) classroom with (ESE) students, may provide assistance, as required, with activities of daily living which may include any or all of the following by:

- a. assisting with personal hygiene and restroom functions, which may include diapering or catheterization.
- b. providing mobility assistance including lifting, positioning or transferring student.
- c. assisting with activities related to seizure control.
- d. assisting with feeding needs, which may include suctioning.
- e. assisting with adaptive equipment needs.
- f. providing behavioral assistance, which may include utilizing positive crisis management (PCM) skills.

9/19/2017

Include tracking# with your cover letter/resume.
Current employees must provide personnel #.
Send Resume & Copy of Official Transcripts or
Teacher Assist. Cert & Para Pro. Test Results to:
Vanessa Schnur
851 SW 3 Avenue
Pompano Beach 33060

***PRIOR TO APPLYING FOR ANY CLERICAL VACANCY THAT REQUIRES THE COMPUTER KEYBOARD SKILLS TEST, THE APPLICANT MUST BE QUALIFIED FOR THE POSITION THROUGH THE DISTRICT'S SPECIFIC COMPUTER KEYBOARD SKILLS TEST BEFORE VACANCY DEADLINE.**

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