



Human Resources Division

IN-HOUSE POSTING

CLASSIFIED VACANCIES

POSITIONS: 2019 ESY/SUMMER SCHOOL EMPLOYMENT OPPORTUNITIES AND SUMMER SUBSTITUTE WORK OPPORTUNITIES

APPLICATION DEADLINE: **April 19, 2019**

The following positions are anticipated. [All positions are contingent upon funding and student enrollment. Employment offers for summer appointment may be rescinded if there is insufficient enrollment and/or lack of need for the program.](#) To be considered for summer employment, please submit a summer program application. If more than one classification is requested, indicate all classifications in order of preference. All positions will be offered in accordance with the Classified Collective Bargaining Agreement and considered in the following order of seniority: First, from applicants who either hold or have previously held the classification. Second, from applicants in other classifications. **If you are applying for positions outside of your regular classification, please indicate your qualifications on the summer school application. Employees working in different classifications must be qualified.**

PLEASE NOTE:

- 1. Summer School work assignments are Monday – Thursdays and some assignments may include Friday **6/28/2019** for the 2019 Summer School session.**
2. You **must** be available to complete the **entire** summer employment assignment.
3. You will receive an **email confirmation** upon submission of your electronic application; you will be notified by **email of your summer employment assignment.**
4. The pay date for summer work is 8/5/2019. Assignments starting before 6/20/2019 will be paid on 7/31/2019. Assignments ending after 7/25/2019 will be paid on 8/30/2019.
5. Any additional positions which may become available due to increased enrollment will be filled with this recruitment. No further flyers will be posted.
- 6. Instructional Assistant EL CELDT testing assignments may be flown on a separate flyer.**

PLEASE NOTE:

There will NOT be a separate application for substitute work in the summer. Please check the box to sub on this application to be considered for summer substitute work.

Summer School sites are: Canyon Springs High School, Moreno Valley High School, Valley View High School, Vista del Lago High School, March Mountain/March Valley, Bayside, MVOA, Adult Ed.

Extended School Year (ESY) sites are: Moreno Valley High School, Valley View High School, March Mountain High School, Alessandro School, Badger Springs Middle School, Chaparral Hills Elementary, Rainbow Springs

Bus Drivers (TBD)	Transportation	TBD	4-8 hours
Campus Security Officer I (1 position) 9-12	Alessandro School	6/24-7/25	6.5 hours
Campus Security Officer I (1 position) K-8	Alessandro School	6/24-7/25	4.5 hours
Campus Security Officer I (1-2 positions) 6-8	Badger Springs	6/24-7/25	4.5 hours
Campus Security Officer I (1-2 position) K-5	Chaparral Hills	6/24-7/25	4.5 hours
Campus Security Officer I (8 positions) (2 per site)	CSHS, MVHS VVHS, VDLHS	6/24-7/25	8 hours
Campus Security Officer I (1 position)	March Mtn./March Valley	6/24-7/25	8 hours
Campus Security Officer I (1 position)	Bayside	6/24-7/25	7.5 hours
Campus Security Officer I (1 position)	MVOA	6/24-7/25	6.5 hours
Campus Security Officer I (2 positions)	Registration Ctr.	7/29-8/13	8 hours
Clerk Typist II (1 position)	Registration Ctr.	6/24-8/16	8 hours
Clerk Typist II – Bil (1 position)	Registration Ctr.	6/24-8/16	8 hours
Clerk Typist II (10 positions)	Registration Ctr.	7/9-8/16 Mon-Fri	8 hours
Clerk Typist II – Bil. (10 positions)	Registration Ctr.	7/9-8/16 Mon-Fri	8 hours
Clerk Typist II (4 positions) (1 per site)	CSHS, MVHS, VVHS, VDLHS	6/17-6/21	3 hours
Clerk Typist II (1 position)	MVOA	6/17-6/21	3 hours
Clerk Typist III (1 position)	Alessandro-ERMHS	6/24- 7/25	5 hours
Health Clerk Tech. (1 position)	Bayside	6/24-7/25	7.5 hours

Health Clerk Tech. (1 position)	March Mtn./March Valley	6/24-7/25	7 hours
Health Clerk Tech. (4 positions) (1 per site)	CSHS, MVHS, VVHS, VDLHS	6/24-7/25	7 hours
Health Clerk Tech. (1 position)	Alessandro	6/24-7/25	6 hours
Health Clerk Tech. (1 position)	Valley View	6/24-7/25	6 hours
Health Clerk Tech. (1-2 positions) 6-8	Badger Springs	6/24-7/25	4 hours
Health Clerk Tech. (1-2 positions) K-5	Chaparral Hills	6/24-7/25	4 hours
Instr. Asst. EL (4 positions) (1 per site)	CSHS, MVHS VVHS, VDLHS	6/24-7/25	6 hours
Instr. Asst. SDS 9-12 Instr. Asst. SDS Level II (10 positions)	Alessandro	6/24-7/25	6.5 hours
Instr. Asst. SDS K-8 Instr. Asst. SDS Level II (10-15 positions)	Alessandro	6/24-7/25	4.5 hours
Instr. Asst. SDS 6-8 Instr. Asst. SDS Level II (15-28 positions)	Badger Springs	6/24-7/25	4.5 hours
Instr. Asst. SDS K-5 Instr. Asst. SDS Level II (25-38 positions)	Chaparral Hills	6/24-7/25	4.5 hours
Instr. Asst. SDS Preschool Instr. Asst. SDS Level II (25-35 positions)	Rainbow Springs	6/24-7/25	3 hours
Instr. Asst. SDS 9-12 Instr. Asst. Level II (25-45 positions)	VVHS, MVHS, MM Action	6/24-7/25	6.5 hours
Instr. Asst. Level 6-8 Instr. Asst. Level II (5-12 positions)	Badger Springs	6/24-7/25	4.5 hours
Inst. Asst. K-5 Instr. Asst. Level II (10-15 positions)	Chaparral Hills	6/24-7/25	4.5 hours

Instr. Asst. Instr. Asst. Level II (25-45 positions)	VVHS, MVHS	6/24-7/25	6.5 hours
Library Media Asst III (4 positions) (1 per site)	CSHS, MVHS, VVHS, VDLH	6/25-6/28 (4 days) 7/15-7/18 (4 days)	7 hours
School Secretary II (1 position)	Alessandro	6/21-7/23	6 hours
School Secretary II (1 position) 6-8	Badger Springs	6/21-7/23	5 hours
School Secretary II (1 position) K-5	Chaparral Hills	6/21-7/23	5 hours
Secretary II (1 position)	Bayside	6/21-7/23	7.5 hours
Workability Job Developer (1 position)	Alessandro	6/24-7/25	4.5 hours
Registrar (1 position)	MMHS	6/24-7/25	7 hours
Registrar (1 position)	Bayside	6/24-7/23	7.5 hours
Nutrition Asst. I (8-12 positions)	Armada, Butterfield, Cloverdale, Creekside, Edgemont, Hidden Springs, Honey Hollow, Ramona, Serrano, Sunnymead El., Towngate, Midland	6/24-7/25	2 hours
Nutrition Asst. I (1 position)	MMHS (Special Ed)	6/24-7/25	2 hours
Nutrition Asst. I (12 positions) (3 for each HS)	CSHS, MVHS, VVHS, VDLHS	6/24-7/25	2 hours
Nutrition Asst. I (1 position)	Bayside	6/24-7/25	2 hours
Nutrition Asst. I (2 positions)	VVHS, CSHS	6/24-7/25	3 hours
Nutrition Asst. I (1 position)	Badger Springs (Special Ed)	6/24-7/25	3.25 hours
Nutrition Asst. I (1 position)	Chaparral Hills (Special Ed)	6/24-7/25	3.25 hours
Nutrition Asst. I (1 position)	MVHS	6/24-7/25	3.5 hours

Nutrition Asst. I (1 position)	Central Kitchen	6/18-7/25	5 hours
Nutrition Asst. I (1 position)	Central Kitchen	6/18-8/2 Mon-Fri	5 hours
Nutrition Asst. I (10 positions) (2 for each site)	M.V. Community Park Weston Park, J.F.K Park, Celebration Park, TownGate Park	6/19 - 8/2 Mon-Fri	2 hours
Nutrition Asst. I (7 positions) (1 for each site)	Moreno Valley Public Library Weston Park, J.F.K Park, Celebration Park, TownGate Park M.V. Community Park, Eat Smart Food Truck	6/19 – 8/2 Mon-Fri	3.75 hours
Nutrition Asst. I (6 positions) (1 for each site)	Moreno Valley Public Library Weston Park, J.F.K Park, Celebration Park, TownGate Park M.V. Community Park	6/19 – 8/2 Mon-Fri	4 hours
Nutrition Asst. II (1 position)	Rainbow Springs (Special Ed)	6/24-7/25	2.5 hours
Nutrition Asst. II (1 position)	March Mtn. (Special Ed)	6/24-7/25	5 hours
Nutrition Asst. II (1 position)	Badger Springs (Special Ed)	6/24-7/25	3.75 hours
Nutrition Asst. II (1 position)	Chaparral Hills (Special Ed)	6/24-7/25	3.75 hours
Nutrition Asst. II (8-12 positions)	Armada, Butterfield, Cloverdale, Creekside, Edgemont, Hidden Springs, Honey Hollow, Ramona, Serrano, Sunnymead El., Towngate, Midland	6/24-7/25	3.75 hours
Nutrition Asst. II (2 positions) (1 for each site)	VDLHS, Alessandro, Bayside	6/24-7/25	5 hours
Nutrition Asst. II (7 positions) (1 for each site)	Moreno Valley Public Library Weston Park, J.F.K Park, Celebration Park, TownGate Park M.V. Community Park, Eat Smart Food Truck	6/19-8/2 Mon-Fri	5 hours
Nutrition Asst. II (2 position)	MVHS, VDLHS	6/24-7/25	5.5 hours
Nutrition Asst. II (2 positions)	CSHS, VVHS	6/24-7/25	7 hours

Nutrition Services, Production Expeditor (1 position)	Central Kitchen	6/18-8/2 Mon-Fri	8 hours
Warehouseperson II (1 position)	Central Kitchen	6/18-8/2 Mon-Fri	8 hours
Warehouseperson II (1 position)	Central Kitchen	6/18-8/2 Mon-Fri	5.5 hours
Delivery Driver (1 position)	Central Kitchen	6/18-7/25 Mon-Fri	5 hours
Delivery Driver (1 position)	Eat Smart Food Truck	6/19-8/2	5 hours
Health Clerk (1 position)	Armada/Head Start	6/17-8/2	4 hours