

**TALAWANDA SCHOOL DISTRICT**  
131 West Chestnut Street  
Oxford, Ohio 45056

**ANNOUNCEMENT OF ANTICIPATED NON-TEACHING JOB VACANCY**

Announcement #19-36

Date: September 3, 2019

Effective immediately, the Talawanda School District has a job vacancy described below:

Position Classification: **Educational Assistant (monitor) (cafeteria supervision)**

Requirements: Must have a high school diploma or its recognized equivalent to be considered for employment.

Location: Marshall Elementary School

Vacancy due to: Andrea Dysert's transfer.

Description of Duties: Cafeteria Supervision

Hours of Work: 3.0 hours per day, 5 days per week, 180 days per year

Salary Basis: As per current salary schedule

Date Needed: immediately

Present employees of the Talawanda School District who would like to be considered for transfer to this position should make their requests on the "Request for Transfer or Re-Assignment Form" (PDS-22) on or before September 10, 2019.

Educational assistant applicants are required to have a high school diploma or its recognized equivalent to be considered for employment. An application for this position is available at the Board of Education Office or can be downloaded at [www.talawanda.net](http://www.talawanda.net) -- Human Resources/Employment -- Classified Employment Application. Deadline to apply for this position is September 10, 2019.

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Dennis Malone  
Director of Human Resources

Post: Central Office  
All School Buildings

TSD-29  
Revised 8/97