



ENTERPRISE ELEMENTARY SCHOOL DISTRICT

**Bulletin #138
June 13, 2024**

TO: CLASSIFIED STAFF

FROM: MEAGAN HAWLEY-STONE

SUBJECT: CLASSIFIED POSITIONS

The following positions are available within the District. If you are interested in a position, please indicate below.

<u>Job Title</u>	<u># of Pos.</u>	<u>Location</u>	<u>Reg. Duty Days**</u>	<u>Hours</u>	<u>Range</u>	<u>Effec. Date</u>
CIA Aide	1	MI	182	5.75	B	August 2024

Lateral (within same job classification) transfers must complete **only this form** below. The requirements for a lateral transfer can be found in Article 13.13.1 of the CSEA contract.

Employees not eligible for a lateral transfer must complete the **In-District application found on www.edjoin.org** and an **updated resume (optional but recommended)**, no later than 3:00 P.M June 19, 2024. Employee applicants may include documents of preference from his/her personnel file.

**See Article 6 for Total Duty Time Allocation

*Contact the HR Office for the password

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Name _____ Present Location _____

I would like to apply for the _____ position.

Printed Name

Signature

Date

Please return to Meagan Hawley-Stone in the Human Resource Department