

**DUNDEE CENTRAL SCHOOL DISTRICT  
55 WATER STREET  
DUNDEE, NY 14837**

**ANTICIPATED VACANCY – 2016/2017 SCHOOL YEAR  
WITHIN  
THE DUNDEE CENTRAL SCHOOL DISTRICT**

<b>I. TITLE:</b>	<b><u>Teacher Aide</u></b>
<b>II. STATUS:</b>	<b>Full-time, 10 month position</b>
<b>III. DUTIES AND QUALIFICATIONS:</b>	<b>See Below</b>
<b>IV. HOURLY RATE:</b>	<b>\$9.25, New Hire</b>
<b>V. CONTRACT BENEFITS:</b>	<b>CSEA</b>
<b>VI. ANTICIPATED EFFECTIVE DATE:</b>	<b>October 31, 2016</b>
<b>VII. APPLICATION DEADLINE:</b>	<b>October 21, 2016</b>
<b>VIII. POSITION CLASSIFICATION:</b>	<b>Non-Competitive</b>
<b>IX. APPLY TO:</b>	<b>Yates County Personnel Office 417 Liberty Street Penn Yan, NY 14527</b>

All applicants must have an approved Civil Service application on file for the above position at the Yates County Personnel Department. An application is available on the County website [www.yatescounty.org](http://www.yatescounty.org) Personnel Department Application and Forms.

Posting Date: October 17, 2016

**Applicants wishing to be considered for this position should call the Business Office at (607) 243-5533 and request to be placed on the Applicant Interest Log or sign the Applicant Interest Log in person located in the Business Office on or before the application deadline.**

**DUTIES AND QUALIFICATIONS:**

Applicants are expected to monitor behavior, attend to student comfort and safety and assist students on school grounds, in the school building and in transit on school vehicles (as needed), as well as helping teachers in the educational setting by assisting with routine classroom tasks and chores. Candidates must be in good physical condition, have good interpersonal and communication skills and be able to foster positive relationships with students and co-workers and be able to establish and maintain student respect and discipline. Candidates must successfully pass a physical performance test as a condition of hire.