



Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

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12 months  
Clerk & Office Staff Pay Scale

*The terms of employment detailed in this job description are based on full time employment during the school year. Conditions of employment adjusted for part time employees or individuals who are hired for less than an entire school year.*

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Performance of this job evaluated annually according to Board Policy.

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*The information contained in this job-description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.*

*Updated 2017*