

WARREN COUNTY SCHOOL DISTRICT
WARREN, PENNSYLVANIA

POSITION REQUEST

ITEM 1: PERSONNEL REQUISITION

DATE: 10/24/08

Budget Year: 2008 - 2009	Budget Code:
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Contingency Budget: (ACCESS BUDGET DOLLARS)
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Position Title: AIDE	# Hours per day: 6.5 from: 7:00 to: 10:15 am. to: 4:15 pm.
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Assigned School for the Year: SSEL

Salary (check one)

- ☒ \$ 11.12 per hour
☐ Commensurate with qualifications and experience
☐ Per contract or salary plan

Type of Employment (check all that apply):

- ☒ Permanent ☐ Temporary ☐ Supplemental Contract
☐ Administrative ☐ Certificated ☐ Support

Reason (check applicable reason):

- ☒ New Position ☐ Increased workload (temporary only)

Justification: Why do you need this position filled? (Please be specific).

1. to address the individual needs of a special education student on the van to and
2. from the Barber National Institute (BNI)
- 3.

ITEM 2: REQUEST FOR ADVERTISING

Date position is to start: ASAP

Journals and newspapers

- ☐ Warren Times Observer ☐ Jamestown Post Journal ☐ Erie Times
☐ Pittsburgh Post Gazette ☐ PA State Colleges
☐ Other _____
☐ Professional Journals (Please provide title, exact address, phone number & fax number)
- _____
- _____
- _____

ITEM 3: QUALIFICATIONS (Specify required or preferred education, skills and experience as appropriate. Attach a copy of the job description for the position which lists job classifications, start and ending dates of position and the exact number of hours and times to be worked.)

see job description for aide

ITEM 4: MEMBERSHIP OF THE SEARCH COMMITTEE (Designate Chair)

ITEM 5: CRITERIA TO BE USED IN JUDGING CANDIDATES

REQUESTED BY:		APPROVED BY:	
<u>Anne Buentke (vial phone)</u>		<u>James Martin</u> 10/27/08	
Administrator Signature	Date	Director Signature	Date
	10/24/08	<u>Robert E. Arnold</u>	10/27/08
		Superintendent Signature	Date