

EDUCATION

OFFICE TECHNICIAN – Student Information Services

20 hr/wk. (to train) – Possible FT

Salary range \$12.45 to \$13.73 DOE

Personalized Learning independent study school office seeks a “GO TO” person for our SIS. Must be self-motivated, personable, and a THINKER. Successful candidate will be dependable, show initiative, want to learn, and take ownership of their job. Requires fingerprinting, valid TB and CA driver’s license.

Applications available online at www.coretca.org. Completed application, resume and cover letter can be faxed to: Sharon Chester (530) 478-9629, or mailed to: CORE Schools, 650 Gold Flat Road, A, Nevada City, CA 95959.

Open until filled.

EOE