



**CERTIFICATED EMPLOYMENT OPPORTUNITIES**  
**South San Francisco Unified School District**  
**398 B Street**  
**South San Francisco, CA 94080**  
**650-877-8844(Adult Education) FAX 650-877-8786**

The following **Adult Education** position is available for the 2018-2019 school year. Contact Stephen Redmond, Administrator, at 877-8844 to apply or for further information. Fingerprint clearance required prior to employment.

Requirements: Valid Designated Subject California credential.

<b>Position:</b>	<b>Salary Range:</b>	<b>Work Schedule</b>	<b>Work Location:</b>	<b>Start Date:</b>
Modern Office Technology <i>See job description below</i>	\$40.24 - \$50.17	Monday and Wednesday 6:00pm-9:00pm (6 hours per week)	South San Francisco Adult Education 825 Southwood Drive South San Francisco, CA 94080	August 21, 2018 through May 16, 2019

**Job Description:** Modern Office Technology instructor will instruct an evening computer class for adults who desire technical computer skills needed to succeed in a skill based economy utilizing the Windows 10 Operating System, Office 2016 Applications and the Web. This is an individualized program that is self-paced with instructor support. We provide academic coursework that can lead to technical skill proficiency, an industry-recognized credential or certificate that will help students get a job, earn a promotion, or increase productivity at work.

**Posting Date:** May 29<sup>th</sup>, 2018  
**Position Closes:** June 5, 2018  
**Interviews:** June 6 – 8, 2018

Send email statement of interest and resume to Stephen Redmond, Adult Education Administrator ([sredmond@ssfusd.org](mailto:sredmond@ssfusd.org))

The South San Francisco Unified School District is committed to equal opportunity and does not discriminate in any program or activity on the basis of sex, race, age, color, religion, ancestry, national origin, ethnic group, marital or parental status, physical or mental disability, sexual orientation or the perception of one or more of such characteristics, in accordance with the provisions of Title VI and Title VII of the Civil Rights Act, Title IX of the Education Amendments of 1973, Section 504 of the Rehabilitation Act of 1973 and California Government Code 5 12940. Any inquiries regarding this nondiscrimination policy or the filing of a discrimination complaint may be directed to:

Dr. John D. Thompson  
Assistant Superintendent for Personnel Services  
District Officer for Section 504 and Title IX  
Phone: 650-877-8725