

Classified Summer

Employment Opportunities

Listed below are assignments for summer employment available to permanent classified employees only. Please review the below list of available assignments and complete a *Classified Summer Employment Application (2 pages)* to be considered for any of the assignments that you specify on the form. The forms can be located on the Classified HR webpage <https://www.conejousd.org/Departments/Human-Resources/Classified-HR>.

SUBMIT A SUMMER EMPLOYMENT APPLICATION NO LATER THAN **MAY 16, 2022**
(THIS DEADLINE IS FOR THE SPECIFIED ASSIGNMENTS ONLY)

AVAILABLE SUMMER ASSIGNMENTS 2022

ASSIGNMENT TYPE	ASSIGNMENT LOCATION	NUMBER OF POSITIONS	ASSIGNED DATES (see calendar below)	WORK HOURS
Campus Safety Assistant-Secondary	Thousand Oaks HS	4	7/5* – 7/15 + 7/4 Holiday	6.0 hrs/day (*if lunch waived) OR 5.5 hrs/day (*if taking 30min lunch)
		4	7/18-7/29	
	Glenwood	2	6/21 – 7/15 + 7/4 Holiday	3hrs/day - 8:00am – 11am
	Earths	2	6/21 – 7/15 + 7/4 Holiday	
Library Technician (Textbooks)	Thousand Oaks HS	1	Approx. 24 hours total, dates TBD before and after each session	Varies – Approx. 4 hrs./day
School Office Mgr. II *	Thousand Oaks HS	1	7/1 – 7/29 + 7/4 Holiday	8 hrs/day
Senior Office Assistant I (Attendance)	Thousand Oaks HS	1	7/1 – 7/29 + 7/4 Holiday	8 hrs/day
Office Assistant III	Glenwood	1	6/16 – 7/15 * including 6/20 and 7/4 Holidays	4.5 hrs/day 8:00 – 12:30pm
	Earths	1		
School Outreach Assistant	Glenwood	1	6/16 – 7/15 * including 6/20 and 7/4 Holidays	3.0hrs/day 8:00 – 11:00am
	Earths	1		
Paraprofessional / Bilingual-Spanish	Thousand Oaks HS	TBD	7/1 – 7/29 + 7/4 Holiday	3.0 hrs/day
	Glenwood	1	6/21 – 7/15 + 7/4 Holiday	3hrs/day - 8:00am – 11am
	Earths	1	6/21 – 7/15 + 7/4 Holiday	3hrs/day - 8:00am – 11am

*SOM assignment will be offered in the order of seniority within the SOM class series I-IV, followed by the next highest job class within clerical series.