

An Equal Opportunity / Affirmative Action Employer
CSEA EMPLOYMENT OPPORTUNITY

DATE OF POSTING: May 22, 2023

POSITION: Secretary – Full Time Provisional
Provisional appointment is contingent upon taking, passing and being reachable on the civil service examination that corresponds to the position.

EFFECTIVE DATE: Immediately

ASSIGNMENT: Troy Middle School

QUALIFICATIONS: Must meet Civil Service requirements

SALARY: \$37,314 prorated (Grade 9)

CLOSING DATE: June 1, 2023

Internal Candidates:

Please send a letter of interest, updated resume and a list of four (4) references to: humanresources@troycsd.org

In accordance with SAVE Legislation
fingerprint supported criminal background check required for selected applicant.

The Troy City School District does not discriminate on the basis of age, race, color, national origin, sex, disability or marital status in employment or any of the educational programs and activities that it offers or operates. We seek and encourage an ethnically and culturally diverse pool of candidates to seek employment with the District when job openings occur.