

ELEMENTARY SCHOOL DINING ROOM AIDE

The Wattsburg Area School District is looking for candidates for Support Aide positions to serve in the dining room at the Elementary Center. This position works during the school year when students are in session.

Shift: Primarily 10:45AM to 1:45PM, Monday through Friday when students are in session

Pay Rate: \$15.70 per hour, 180 days per school year

Overview:

We are seeking an energetic, enthusiastic, and personable individual to work with our students and staff. The ideal candidate will be cooperative, hard-working and reliable. This role supervises and assists elementary students while in the cafeteria and should have a pleasant demeanor and the ability to work cooperatively with peers.

Key Responsibilities:

- Assist students in grades Kindergarten through 4th grade with needs in the cafeteria.
- Responsible for cleaning up spills, wiping tables between lunches, and occasional mopping up floor messes.
- Ensure students follow cafeteria rules and supervise their safety.
- Coordinate arrival and dismissal schedule procedures for classrooms.
- Work cooperatively with other aides to make student referrals to the Assistant Principal when necessary.
- Assist with tables and chairs and sweeping in the cafeteria after lunch periods are completed.

Qualifications:

- High School Diploma or GED
- Ability to work well with students, faculty, district staff, parents and community members.
- Maintain a pleasant and positive attitude.
- Ability to communicate effectively, either verbally and/or written, with any necessary information to the Building Principal or Assistant Principal.

Required Clearances:

- Act 34, 114, and 151 clearances, Act 126 Mandated Reporter Training; and
- Act 168 Sexual Abuse/Misconduct Disclosure; and
- Health physical and tuberculin skin test required.

Physical Requirements:

- Ability to bend and walk as necessary to move around the cafeteria.
- Ability to lift and carry items as necessary in the cafeteria.

Application Process:

All qualified individuals should send a letter of interest, copy of clearances, and resume to:

Wattsburg Area School District,
Attention: Jessica Borrero
10782 Wattsburg Road, Erie, PA 16509
or email Jessica.Borrero@wattsburg.org