

Waterford School District

Accepting Applications for Guest Secretaries

Title: Guest Secretary (Substitutes)

Qualifications: High School Diploma
Knowledge of Microsoft Office
Professional, Punctual, Reliable

Location: All Buildings

Responsibilities: Secretarial responsibilities

Salary: \$10.35

Fingerprinting and a criminal background check are required.
Fees: Fingerprinting: \$50, payable by cash or check

Method of Application:

Please apply on the EduStaff website at www.edustaffonline.com

Statement of Non-Discrimination: In compliance with Federal Regulations, the Waterford School District does not discriminate on the basis of race, color, religion, national origin, sex, disability, age, height, weight, marital status, genetic information, or any other legally protected characteristic.

