



Reed Union School District

Classified Employment Application Information

General Instructions

- You may download a copy of the Classified Application (non-certificated) from the District website at: www.ReedSchools.org
- Reed Union School District accepts applications at any time during the year and keeps them on file and active for one year from date of receipt.

Open Positions:

- The School District's open positions are also listed under "Job Hot Line" on Marin County Office of Education's web site at: www.MarinSchools.org

Salary and Benefits:

- A comprehensive benefits package is available to all full-time employees; some part-time positions receive pro-rated benefits. If you wish to have a current salary schedule for a specific job mailed to you, call the District Office at 415-381-1112.

Application Procedure:

- Interested applicants are requested to submit a completed and signed Reed Union School District Classified Application Form.
- Only those candidates who are selected for a personal interview will be contacted by telephone.
- If you wish to be considered for more than one position, simply write down all the positions you are applying for under "*Position Applying For*" on the application form.
- Resumes, letters of recommendation, etc. are encouraged, but not required, and may be included with the application form.
- No documents will be returned unless so requested by the applicant, and a return, self-addressed envelope is provided by the applicant.

Mail or Deliver the completed application to:

- Superintendent's Office, Reed Union School District, 277-A Karen Way, Tiburon, CA 94920.
- Office hours are: Monday through Friday, 8:30 a.m.--4:30 p.m.
- Please note: Faxed or incomplete applications *WILL NOT BE CONSIDERED*.

Employment Requirements

- Employment with the Reed Union School District, is contingent upon an applicant successfully having cleared fingerprinting with the U.S. Department of Justice and having a current "Negative" Tuberculosis (TB) test.