
NORTH EAST INDEPENDENT SCHOOL DISTRICT
8961 Tesoro Dr. San Antonio, TX 78217
www.neisd.net

EMPLOYMENT BULLETIN

In compliance with Policy DC, you are requested to place this announcement on the bulletin board.

**SUBSTITUTES – CLASSIFIED/PARAPROFESSIONAL
ADMINISTRATIVE SUPPORT AND INSTRUCTIONAL SUPPORT**

MINIMUM QUALIFICATIONS:

- High School Diploma or General Education Degree (GED)
- Must be able to lift 100 lbs with assistance (Applies to Special Education or Instructional Assistant Substitutes)

MAJOR PERFORMANCE RESPONSIBILITIES:

- Will work for paraprofessional employee who is absent and perform duties normally assigned to that employee
- Work the same daily work schedule for the absent employee with the same start and end times
- Performs additional duties and accepts other responsibilities as may be assigned by Administration
- Must attend orientation and training when scheduled

TERMS OF EMPLOYMENT:

HOURLY: \$8.00 At-Will Employment called on an as-need basis

Interested persons should submit a letter of intent with a résumé to: North East ISD Human Resources Department, 8961 Tesoro Dr., Suite 200, San Antonio, TX 78217, or email the information to employment@neisd.net. Those who are not district employees must complete an online application at www.neisd.net before submitting the letter of intent and résumé. Only those persons meeting the minimum qualifications will be considered. Not all applicants will be interviewed.

This Position Remain Open Until Filled
AN EQUAL OPPORTUNITY EMPLOYER