



Port Jervis City School District
Port Jervis, New York 12771
Notice of Anticipated Vacancy

Title of Position: **Elementary Teacher**

Appointment Effective: **May 10, 2010 – June 25, 2010** (Transition days May 6 & 7)

Building: **HBE**

Salary: **As Per Contract**

Type of appointment to be made: Regular, Temporary, **Other: Leave Replacement**

Requirements of applicants (include all pertinent prerequisites): **Must be New York State or Reciprocal certified.**

General Statement of Duties: **As Per Building Principal.**

Fringe Benefits - **As per contract**

Holidays	Retirement
Vacation	Health Insurance
Sick Leave	Medical Examination
Other Leaves	Dental Plan

Persons interested in making application for the above position are to submit a letter of interest and an application. Applicant must include in application all transcripts, placement folder, certificate of qualification or New York State Certificate, and written recommendation from two immediate superiors.

Send completed application to:

Mr. John J. Bell
Assist. Superintendent for Instruction
Port Jervis City School District
9 Thompson Street
Port Jervis, New York 12771

Central Office Approval

The above described position is hereby approved and funded, and notice of such vacancy is to be posted in all buildings in the District on January 28, 2010.

Superintendent of Schools