



FULLERTON  
SCHOOL  
DISTRICT

Great Schools  
Successful Kids

## THE PERSONNEL COMMISSION ANNOUNCES AN OPEN EXAMINATION FOR

Certified Occupational Therapy  
Assistant  
\$19.28 - \$24.68/hour  
Apply by June 28, 2013

### Be part of the program development in a new state-of-the-art clinic!

The Personnel Commission is seeking a qualified individual for a part time position to assist in providing occupational therapy services to special education students, reports on the students' progress in attaining goals and objectives and demonstrates proper techniques in addressing particular disabilities.

This career opportunity is a 3.75 hour/day, 9.5-month position with paid holidays, sick leave and vacation.

#### EXAMPLES OF DUTIES

Provides occupational therapy sessions according to student Individual Education Program (IEP) goals and treatment plans; administers standardized tests, conducts student observation, and/or completes clinically derived surveys under the guidance of the Occupational Therapist; observes and documents reactions and responses of students to occupational therapy treatment and reports observations to Occupational Therapist; implements home programs and provides instruction as determined by the student's therapy plan; explains and clarifies occupational therapy goals and services and communicates with school personnel and parents as needed regarding student progress and concerns. The complete job description can be found on the District web site at [www.fsd.k12.ca.us/personnel/classified/index.html](http://www.fsd.k12.ca.us/personnel/classified/index.html).

#### JOB REQUIREMENTS AND QUALIFICATIONS

**Education:** Sufficient education to successfully pass proficiency examinations. Proof of high school diploma/GED and completion of a minimum of 48 college units required under NCLB education for Title I school assignments. Completion of an accredited Certified Occupational Therapy Assistant Program. Current, valid license as a Certified Occupational Therapy Assistant issued by the state of California. Maintenance of this certificate is a condition of continued employment.

**Experience:** A minimum of one year of occupational therapy experience with children with disabilities, including pediatrics, sensory integration and motor evaluation and training. Experience in a structured environment with training and experience that is recognized by the State Licensing Board.

**License:** Valid CPR Certificate issued by an authorized agency within three months of hire. Must be registered as a Certified Occupational Therapy Assistant with the State of California, as well as meeting requirements to keep certificate current.

#### APPLICATION PROCESS

Apply on-line by **4:00 p.m. Friday, June 28, 2013 at 4:00 p.m. at [www.edjoin.org](http://www.edjoin.org)** (search Fullerton Elementary).

**EXAMINATION**

This will be an open recruitment. Applications will be accepted from all qualified individuals.

The examination may consist of written, performance and oral examinations. To qualify to be placed on an eligibility list, a candidate must obtain a passing score on each part of the examination. Final scores will be obtained by combining the relative weights of scores on each part of the examination. If Veteran's credit is claimed, proof of status (DD214) must be submitted to the Classified Personnel Commission Office at the same time the application form is submitted or prior to testing.

Applicants who may need reasonable accommodation for interviewing or testing must notify the Personnel Department at (714) 447-7455 prior to the testing date.

**Date of Examination**

The date of the examination(s) will be announced at a later date. Candidates who meet the minimum qualifications shall be notified in writing and/or telephone of the time, date and place of the examination(s)

**Filing Date:**

The closing date for receipt of applications will be **4:00 p.m. Friday, June 28, 2013**

**Posted** June 7, 2013 ..... Commission approval date June 10, 2013

**WE ARE AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION /TITLE IX/CIVIL  
SERVICE EMPLOYER**

**Fullerton School District  
1401 W. Valencia Dr.  
Fullerton, CA 92833**