

Demonstrates initiative and follow through in the performance of duties.
Performs other duties as assigned by the principal and/or administration.
Follows District guidelines and procedures and follows rules and regulations

Job Title: Part Time Tutor

Student Management

1. Conduct instructional exercises assigned by the teacher; work with individual students or small groups.

Equipment Used:

Personal computer, printer, copier, audiovisual equipment, and other equipment that may be acquired to provide service to students.

Shift Type **Part-Time**

Salary Range **\$20 - \$27.00 / Per Hour**

Location **Central Administration Office**

Job Contact

Name **Ginny Briseno** *Title* **Secretary to the Human Resources Director**

Email **gbriseno@kingsvilleisd.com** *Phone* **361-592-3387 ext. 8172**

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Employee's Signature: _____ Date: _____