

# FRESNO UNIFIED SCHOOL DISTRICT

## Council of Great City Schools

<b>ORGANIZATION</b>	Fresno Unified School District
<b>JOB TITLE</b>	Administrative Analyst
<b>JOB LOCATION</b>	Equity & Access
<b>DESCRIPTION OF JOB</b>	<p><b>POSITION FOR 2019-2020 SCHOOL YEAR</b></p> <p>The Administrative Analyst is Accountable for improving student achievement through the effective management of an assigned area; direct and perform complex professional technical and analytical work in one or more assigned areas including coordinating and leading major and challenging projects to expand practices proven to raise student achievement with special attention on English Learners and Special Education students; plan, organize, direct, train and review the work of professional analysts, technicians and clerical staff to provide timely delivery of high quality services; serves in a lead capacity and create innovative approaches to meet the needs of the District.</p> <p>Any combination equivalent to: bachelor's degree and five years increasingly responsible supervisory and/or management or related experience in area of specialty.</p> <p>Valid California driver's license.</p>
<b>VIEW FULL JOB DESCRIPTION</b>	<p>To view full job description, education requirements and licenses for this position visit:</p> <p><a href="https://www.fresnounified.org/dept/hr/Pages/job-descriptions.aspx">https://www.fresnounified.org/dept/hr/Pages/job-descriptions.aspx</a></p>
<b>HOW TO APPLY</b>	<p>TO APPLY FOR THE POSITION VISIT:</p> <p><a href="https://www.fresnounified.org/dept/hr/Pages/career-management.aspx">https://www.fresnounified.org/dept/hr/Pages/career-management.aspx</a></p>
<b>SALARY/DUTY DAYS</b>	Annual Salary: \$100,148.55 - \$121,730.50
<b>DEADLINE DATE TO APPLY</b>	<b>Tuesday March 19, 2019</b>