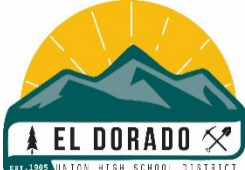


Notice of Classified Vacancy

Title IX Coordinator:
Tony DeVille, Deputy Superintendent
(530) 622-5081 ext. 7251 / tdeville@eduhsd.net

Title II/504 Coordinator:
Pam Bartlett, Sr. Director of Student Success
(530) 622-5081 ext. 7253

**The El Dorado Union High School District is seeking qualified applicants
for the following position.**

FILING DEADLINE September 9, 2026 4:30 p.m.	ACCOUNTING SPECIALIST JOB #26-44	DISTRICT OVERVIEW
EL DORADO UNION HIGH SCHOOL DISTRICT 4675 Missouri Flat Road Placerville, CA 95667 Human Resources 530.622-5081 or 916.933-5165 ext. 7228 Fax 530.622-5982 Link to EDUHSD Employment page 	Months: 11 mo/yr, Schedule C Hours: 40 hrs/wk Salary: \$26.05 - \$35.74/hr* Anticipated Site: El Dorado High School The successful candidate will possess the skills, knowledge and abilities to: • Perform difficult accounting record keeping and processing such as; contract, mileage, conference payments and reimbursements • Gathers required supporting documents and arranges with District and County for preparation of non-payroll warrants and payments • Interfaces with the warehouse for receiving documents • Reconciles vendor statements with vendor account balances • Communicates with vendors and sites regarding purchase orders and warrants • Establish and maintain effective relationships with those contacted in the course of work. Testing Date/Time To Be Determined Annual District Health Benefit Cap \$11,186.65 pro-rated based on contracted hours <i>* Starting pay range, see full salary schedule at www.eduhsd.net</i>	The El Dorado Union High School District is located in the Sierra Nevada foothills between Sacramento and South Lake Tahoe. The District's boundaries encompass 1,250 square miles, including a large portion of El Dorado County's historic Gold Rush region. The area includes about 40 communities along the Highway 50 corridor, including the towns of Placerville, El Dorado Hills, Cameron Park, Shingle Springs, Diamond Springs, Camino, and Pollock Pines. A variety of new and existing homes, many with acreage, are available at reasonable prices within the District. Agriculture, tourism, and light industry are the area's primary industries. The community is served by Los Rios Community College District, Sierra Community College District, Cosumnes River Community College, California State University at Sacramento, and U.C. Davis.
THE DISTRICT IS AN EQUAL OPPORTUNITY EMPLOYER AND PROHIBITS UNLAWFUL DISCRIMINATION AND/OR HARASSMENT OF DISTRICT EMPLOYEES OR JOB APPLICANTS ON THE BASIS OF THE INDIVIDUAL'S ACTUAL OR PERCEIVED RACE, COLOR, ANCESTRY, NATIONAL ORIGIN, AGE, RELIGIOUS CREED, MARITAL STATUS, PREGNANCY, PHYSICAL OR MENTAL DISABILITY, MEDICAL CONDITION, GENETIC INFORMATION, MILITARY AND VETERAN STATUS, SEX, SEXUAL ORIENTATION, GENDER, GENDER IDENTITY, GENDER EXPRESSION, OR ASSOCIATION WITH A PERSON OR GROUP WITH ONE OR MORE OF THESE ACTUAL OR PERCEIVED CHARACTERISTICS.	The District's location and natural setting provide for exciting outdoor activities with the Sacramento River Delta on the western border, Lake Tahoe resort and ski area on the eastern border and the American River. The District serves 6,650 students in grades 9 through 12 and is comprised of four comprehensive high schools, a charter school, a Regional Occupational Program, and a continuation school.	
	Interested applicants may apply online at www.edjoin.org/EDUHSD	