

# MOUNTAIN VIEW SCHOOL DISTRICT

## Human Resources

3320 Gilman Road  
El Monte, CA 91732  
(626) 652-4048



## Substitute Nutrition Services Worker

**Salary: \$16.00 per hour**

**Closing Date: Ongoing**

**Testing Date: TBD**

### Required Qualifications:

- High School graduate or equivalent

### Desired Qualifications:

- Bilingual/Biliterate in English and Spanish, Vietnamese, Cantonese, or Mandarin
- Some paid or volunteer experience in food service operation.

**APPLICATION PROCEDURE:** Applications with missing documents will be *disqualified*.

Interested applicants must submit the following to Ingrid Gonzalez, **Human Resources**:

1. Application (apply online [www.edjoin.org](http://www.edjoin.org) OR you may pick up an application at Human Resources)
2. Copy of High School Diploma (or equivalent)

If you have any questions, please email: [igonzalez@mtviewschools.net](mailto:igonzalez@mtviewschools.net)

### An Affirmative Action/Equal Opportunity Employer

The Board of Education is determined to provide district employees, interns, volunteers, and job applicants a safe, positive environment where they are assured of full and equal employment access and opportunities, protection from harassment or intimidation, and freedom from any fear of reprisal or retribution for asserting their employment rights in accordance with law. This policy shall apply to all district employees and, to the extent required by law, to interns, volunteers, and job applicants. No district employee shall be discriminated against or harassed by any coworker, supervisor, manager, or other person with whom the employee comes in contact in the course of employment, on the basis of the employee's actual or perceived race, religious creed, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, military and veteran status, gender, gender identity, gender expression, sex, or sexual orientation or

his/her association with a person or group with one or more of these actual or perceived characteristics. (*cf. 0410 - Nondiscrimination in District Programs and Activities*). Discrimination in employment based on the characteristics listed above is prohibited in all areas of employment and in all employment-related practices, including the following:

1. Discrimination in hiring, compensation, terms, conditions, and other privileges of employment.
2. Taking of an adverse employment action, such as termination or the denial of employment, promotion, job assignment, or training.
3. Unwelcome conduct, whether verbal, physical, or visual, that is so severe or pervasive as to adversely affect an employee's employment opportunities, or that has the purpose or effect of unreasonably interfering with the individual's work performance or creating an intimidating, hostile, or offensive work environment.
4. Actions and practices identified as unlawful or discriminatory pursuant to Government Code 12940 or 2 CCR 11006-11086, such as:
  - b. Sex discrimination based on an employee's pregnancy, childbirth, breastfeeding, or any related medical condition or on an employee's gender, gender expression, or gender identity, including transgender status.
  - c. Religious creed discrimination based on an employee's religious belief or observance, including his/her religious dress or grooming practices, or based on the district's failure or refusal to use reasonable means to accommodate an employee's religious belief, observance, or practice which conflicts with an employment requirement.
  - d. Disability discrimination based on a district requirement for a medical or psychological examination of a job applicant, or an inquiry into whether a job applicant has a mental or physical disability or a medical condition or as to the severity of any such disability or condition, without the showing of a job-related need or business necessity.
  - e. Disability discrimination based on the district's failure to make reasonable accommodation for the known physical or mental disability of an employee or to engage in a timely, good faith, interactive process with an employee, to determine effective reasonable accommodations for the employee, when he/she has requested reasonable accommodation for a known physical or mental disability or medical condition.

**Contact Information for the Title IX Coordinator:**

Roberto Lopez-Mena  
Assistant Superintendent of Human Resources  
3320 Gilman Road  
El Monte, CA 91732  
626-652-4046  
Email: [rlopez-mena@mtviewschools.net](mailto:rlopez-mena@mtviewschools.net)

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